Regular Governing Board Meeting

CABRILLO UNIFIED SCHOOL DISTRICT

Published on November 8, 2024

Date and Time

Thursday, November 14, 2024 at 6:30 PM PDT

Location

Cunha Intermediate School Multi-Purpose Room, 600 Church Street, Half Moon Bay, California 94019

Governing Board Meeting Broadcast Live on PacificCoast.TV

In compliance with the Americans with Disabilities Act, individuals who require special accommodations (accessible seating, documentation in an accessible format, etc.) should contact the Administrative Assistant to the Superintendent at acostar@cabrillo.k12.ca.us or (650) 240-3146. Please notify the district at least 48 hours before the meeting to facilitate reasonable arrangements for accessibility and necessary accommodations, auxiliary aids, or services.

The District provides Spanish interpretation upon request. To request this service, please contact the Administrative Assistant to the Superintendent at acostar@cabrillo.k12.ca.us or (650) 240-3146.

Documents provided to a majority of the Governing Board regarding an open session item on the agenda will be made available for public inspection in the District Office located at 498 Kelly Avenue, Half Moon Bay, California, during regular business hours. Additionally, these documents are accessible on the district's website, cabrillo.k12.ca.us.

PUBLIC COMMENTS GUIDELINES

Members of the public are encouraged to participate in Board meetings and express their views on agenda items or matters within the Board's jurisdiction. To facilitate this, there are two methods available for providing comments:

Submission of Written Comments in Advance: Written comments can be submitted using the Google Public Comments form at cusd.info/comments. Comments are accepted from the posting of the agenda until 3:00 p.m. on the day of the meeting. Comments should not exceed 300 words; longer comments may not be shared publicly during the meeting. However, all comments received by the deadlines described above, whether or not they are shared publicly during the meeting, will be made available to all Board members and included in the minutes.

Provision of In-Person Comments During the Meeting: To address the Board during the meeting, members of the public should submit a "Request to Address the Board" slip, available on the handout table, to the Administrative Assistant to the Superintendent before the item is introduced. It is recommended to submit the slip as early as possible. When recognized by the Board President, speakers should proceed to the podium and keep their comments brief.

The Board limits total public input to 20 minutes per item, with equitable adjustments to time limits to accommodate diverse viewpoints. In exceptional circumstances requiring full public input, the Board President, with Board consent, may adjust the time allowed per speaker or for public input as needed. The Board President may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint. The Administrative Assistant will monitor time and notify speakers when there are 30 seconds remaining and when the time is up. Please adhere to these time limits.

- **Nonagenda and Consent Items** may be addressed under Public Comments.
- **Agenda Items** may be addressed after the staff presentation.

IMPORTANT BOARD PROTOCOLS REGARDING PUBLIC COMMENTS

The CUSD Governing Board does not act upon nonagendized matters except under limited circumstances as permitted by law. Matters raised will be referred to staff for further examination and action where appropriate.

All Regular Board meetings are broadcast live on PacificCoast.TV. Video recordings, if available, will be uploaded to our Governing Board Meetings YouTube channel in the days following the meeting.

1. OPENING ITEMS

a. Call Public Session to Order

b. Roll Call / Quorum

c. Pledge of Allegiance

d. Approval of the Agenda

2. COMMUNICATIONS

a. Public Comments on Nonagenda or Consent Items

b. Employee Organizations Report

1. Cabrillo Unified Teachers Association (CUTA) Representatives
2. California School Employee Association (CSEA) Representatives

c. Board Members Report

d. Student Board Members Report

1. Jamie Bikle, Student Board Member, Half Moon Bay High School
2. Martin Juarez, Student Board Member, Pilarcitos High School

e. Superintendent Report

3. CONSENT AGENDA

Items listed under the Consent Agenda are of a routine nature and are not anticipated for Board discussion. The Superintendent recommends their approval. If any Board member requests the removal of an item from the consent agenda, it shall be taken off and individually considered as a regular agenda item. The Consent Agenda requires a motion, a second, and approval by a roll call vote. Each item approved by the Governing Board on the Consent Agenda is considered in full and adopted as recommended.

a. Adoption of Resolution No. 29-2024 Endorsing November 14, 2024 as Ruby Bridges Walk to School Day

3.a Board Memo Ruby Bridges Walk to School Day 2024.pdf (p. 7)

3.a.1 Resolution 29-2024 Ruby Bridges Walk to School Day 2024.pdf (p. 8)

b. Approval of Comprehensive School Safety Plans

3.b Board Memo Comprehensive School Safety Plans 2024.pdf (p. 10)

c. Ratification of Coastside Land Trust 2024-25 MOU

3.c Board Memo Coastside Land Trust MOU 11.14.2024.pdf (p. 11)

3.c.1 Contract Agreement CUSD-CLT 11.14.2024.pdf (p. 12)

d. Approval of Strong Workforce Program Grant Agreement

3.d Board Memo Strong Workforce Program Grant Agreement 11.14.2024.pdf (p. 15)

3.d.1 20241022_ESD_CTE_REQ 567_AGR_CUSD-K12SWP Round 6_Redacted.pdf (p. 16)

e. Approval of Second MOU Between Feather River College and Half Moon Bay High School

3.e Board Memo Feather River College Dual Enrollment 11.14.2024.pdf (p. 28)

3.e.1 Feather River College Dual Enrollment MOU.pdf (p. 29)

f. Approval of Certificated Personnel Report

3.f Board Memo Certficated Personnel Report_11.14.2024.pdf (p. 41)

g. Approval of Classified Personnel Report

3.g Board Memo Classified Personnel Report_11.14.2024.pdf (p. 42)

h. Approval of Revised 2024-25 Salary Schedules

3.h Board Memo Revised Salary Schedules_11.14.2024.pdf (p. 43)

3.h.1 2024-25_CUTA_Schedule_6%_Increase_Revised_241114 (p. 44)

3.h.2 2024-25_Cocurricular_Schedule_6%_Increase_Revised_241114.pdf (p. 45)

3.h.3 Management-Unrepresented Salary Schedule_Revised.pdf (p. 46)

i. Approval of Proposition 28: The Arts & Music in Schools Funding Annual Report 2023-24

3.i. Proposition_28_The_Arts_&_Music_in_Schools_Funding_Annual_Report_2023-2024.pdf (p. 47)

j. Approval of MOU with Cabrillo Unified School District, City of Half Moon Bay, and Boys and Girls Club of the Coastside

3.j Board_Memo_HMB_City_&_BGCC_MOU_11.14.2024.pdf (p. 48)

3.j.1 CUSD,_HMB_CITY_&_ BGCC_MOU_2024.pdf (p. 49)

k. Enrollment Report

3.k Board_Memo_Enrollment_Report_11.14.2024.pdf (p. 52)

3.k.1 Enrollment Report Period 2.pdf (p. 53)

3.k.2 Enrollment Report Period 3.pdf (p. 54)

l. Approval of Donations to Cabrillo Unified School District

3.l Board_Memo_Donations_11.14.2024.pdf (p. 55)

3.l.1 Summary_Site_Donations_11.14.2024.pdf (p. 56)

m. Approval of Warrant Register Report Processed

3.m Board_Memo_Warrant_Register_11.14.2024.pdf (p. 57)

3.m.1 100124-103124 Warrant Register.pdf (p. 58)

n. Approval of Developer Fees Report for Fiscal Year 2023-24

3.n Board_Memo_Developer_Fees_2023-2024.pdf (p. 84)

o. Approval of Measure I Parcel Tax Annual Report 2023-24

3.o Board_Memo_Parcel_Tax_Annual_Report_11-14-2024.pdf (p. 85)

3.o.1 Cabrillo USD Parcel Tax Report 2023-24_Final.pdf (p. 86)

p. Approval of Regular and Special Governing Board Meetings Minutes

3.p Board Memo Minutes.pdf (p. 102)

3.p.1 2024-09-26_Study_Session_Minutes_DRAFT.pdf (p. 103)

3.p.2 2024-10-10_Regular_Board_Meeting_Minutes_DRAFT.pdf (p. 105)

3.p.3 2024-10-17_Special_Board_Minutes_DRAFT.pdf (p. 113)

3.p.4 2024-10-28_Special_Board_Minutes_DRAFT.pdf (p. 115)

3.p.5 2024-10-29_Special_Board_Minutes_DRAFT.pdf (p. 117)

4. GENERAL BUSINESS

a. El Granada Elementary School Presentation (Presentation)

4.a Board Memo El Granada Elementary School Presentation 11.14.2024.pdf (p. 119)

4.a.1 El Granada Site Slide Presentation 2024-25 .pdf (p. 120)

b. Update on the California Assessment of Student Performance and Progress (CAASPP) 2023-24 Data Results (Presentation)

4.b Board Memo CAASPP Results 2023-24 11.14.2024.pdf (p. 136)

4.b.1 CAASPP Results 2023-24 Presentation 11.14.2024.pdf (p. 138)

c. Fiscal Stabilization Plan Update (Information)

4.c Board_Memo_Fiscal_Update_11.14.2024.pdf (p. 155)

d. MOU with Friends of HMB Parks and Recreation for a Feasibility Study for Two-Pool Complex (Information)

4.d Board_Memo_Friends_of_Parks_&_Recreation_Feasibility_Study_MOU_11.14.2023.pdf (p. 156)

4.d.1 CUSD & FOHMBPAR_MOU.pdf (p. 157)

e. Approval of the Interim Superintendent Contract (Action)

4.e Board Memo Interim Superintendent Contract_11.14.2024.pdf (p. 159)

4.e.1 Contract Interim Superintendent Dr. J. Harding_Redacted.pdf (p. 160)

f. Approval of Resolution 30-2024 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective November 14, 2024 (Action)

4.f Board_Memo_Resolution_Authorized_Representatives_11.14.2024.pdf (p. 165)

4.f.1 Resolution_30-2024_Signatories_11.14.2024.pdf (p. 166)

g. Cabrillo Unified School District Bond Program Update (Presentation)

4.g Board_Memo_CUSD_Bond_Program_Update_11.14.2024.pdf (p. 167)

4.g.1 Bond Construction Update 11.14.2024.pdf (p. 168)

5. GOVERNANCE MATTERS

a. Proposal to Set Annual Organizational Meeting on Monday, December 16, or Tuesday, December 17, 2024 (Action)

5.a Board Memo Annual Organziation Date_11.14.2024.pdf (p. 185)

b. Creation of Board Policy Review Subcommittee (Action)

5.b Board Memo Board Policy Review Subcommittee.pdf (p. 186)

c. Board Discussion on Governing Board New Business (Discussion)

5.c Board Memo Board New Business.pdf (p. 187)

d. Board Discussion on Governing Board Operations (Discussion)

5.d Board Memo Board Operations.pdf (p. 188)

6. FUTURE EVENTS

- **November 19, 2024:** Bond & Parcel Tax Oversight Committee Meeting in-person and via Zoom at 6:30 p.m.
- **Thursday, November 21, 2024:** Migrant Program PAC Meeting at Cunha Intermediate School Portable P-6 at 5:30 p.m.
- **Thursday, November 21, 2024:** Budget Advisory Committee Meeting in-person and via Zoom at 6:30 p.m.
- **Friday, November 22, 2024:** Kings Mountain Stone Soup Celebration at 11:30 a.m.
- **Monday, November 25, 2024 to Friday, November 29, 2024:** Thanksgiving Recess
- **Thursday, November 21, 2024:** Migrant Program PAC Meeting at Cunha Intermediate School Portable P-6 at 5:30 p.m.
- **Thursday, December 12, 2024:** Regular Board Meeting at Cunha Intermediate School at 6:30 p.m.

7. CLOSING ITEMS

a. Adjourn Meeting (Action)

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: James Barnes, Director of Student Services
Carlene Foldenauer, Coordinator of Safe Routes to School
CATEGORY: Consent/Action
ITEM TITLE: Adoption of Resolution 29-2024 Endorsing November 14, 2024, as Ruby Bridges Walk to School Day

BACKGROUND INFORMATION

Ruby Bridges is a living American activist who walked to school nearly every day and became a symbol of the civil rights movement at age six when she was the youngest of a group of African-American students designated to integrate schools in the American South. On November 14, 1960, her first day of school, she was escorted by four federal marshals and spent the entire day in the principal's office as irate parents marched into the school to remove their children.

Districts and schools in San Mateo County are encouraged to recognize Ruby's impact by adopting "Ruby Bridges Walk to School Day" on November 14 or on the following Wednesday when November 14 falls on a weekend. This year, Ruby Bridges Walk to School Day will be celebrated on Thursday, November 14, 2024, and thus, we encourage students to honor Ruby Bridges while walking to school on this day.

FINANCIAL IMPACT

There is no financial impact to the General Fund.

RECOMMENDATION

With the approval of Resolution No. 29-2024, the CUSD Governing Board recognizes and honors Ruby’s impact on equality and desegregation while also encouraging students and families to walk to school.

RESOLUTION NO. 29-2023
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

ENDORSING NOVEMBER 14, 2024 AS RUBY BRIDGES WALK TO SCHOOL DAY

WHEREAS, Ruby Bridges is an American activist who walked to school nearly every day and became a symbol of the civil rights movement at age six when she was the youngest of a group of African American students designated to integrate schools in the American South; and

WHEREAS, on November 14, 1960, Ruby Bridges was the only student of the group to enroll in William Frantz Elementary School in New Orleans; and

WHEREAS, on her first day of school, she was escorted by four federal marshals and spent the entire day in the principal's office as irate parents marched into the school to remove their children; and

WHEREAS, Ruby Bridges stood for equality and desegregation in the early 1960s; and

WHEREAS, Ruby Bridges is currently the chair of the Ruby Bridges Foundation, which she formed in 1999 to promote "the values of tolerance, respect, and appreciation of all differences;" and

WHEREAS, Ruby Bridges has asserted that "Racism is a grown-up disease, and we must stop using our children to spread it;" and

WHEREAS, in 2018, scholars of Deborah Carlino's fifth-grade class from Martin Elementary School in the South San Francisco Unified School District learned about Ruby Bridges and were advocates for the adoption of a "Ruby Bridges Walk to School Day" as a way to honor Ruby's role in the Civil Rights Movement; and

WHEREAS, each year, the San Mateo County Office of Education Safe Routes to School Program leads this county-wide walk to school day; and the California State Senate passed the resolution to establish this special day each year, which was unanimously approved in September 2021.

WHEREAS, the Cabrillo Unified School District Governing Board and the Cabrillo Unified School District Superintendent support an educational environment that emphasizes inclusion, acceptance, and equality for all;

NOW, THEREFORE, BE IT RESOLVED that the Cabrillo Unified School District Governing Board and the Cabrillo Unified School District Superintendent hereby approve the adoption of "Ruby Bridges Walk to School Day," to be honored annually on November 14 or on the following Wednesday when November 14 falls on a weekend. This year, Ruby Bridges Walk to School Day will be celebrated on Thursday, November 14, 2024.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 14th day of November 2024 by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Kimberly Hines:	_____	Aye	_____	No	_____	Abstain	_____ Absent
Sophia Layne:	_____	Aye	_____	No	_____	Abstain	_____ Absent

Certified by:

_____
Kimberly Hines
Governing Board President
Cabrillo Unified School District

Attest by:

_____
Lizet Cortes
Clerk to the Governing Board
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: James Barnes, Director of Student Support Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Comprehensive School Safety Plans

BACKGROUND INFORMATION

Education Code Sections 32280–32289.5: *Comprehensive School Safety Plans* require a school district to have each school site develop and maintain a Comprehensive School Safety Plan designed to address campus risks, prepare for emergencies, and create a safe, secure learning environment for students and school personnel.

The law requires designated stakeholders to annually engage in a systematic planning process to develop strategies and policies to prevent and respond to potential incidents involving emergencies, natural and other disasters, hate crimes, violence, active assailants/intruders, bullying and cyberbullying, discrimination and harassment, child abuse and neglect, discipline, suspension and expulsion, and other safety aspects.

Each site must create and have its Safety Planning Committee/School Site Council approve the site's plan by March 1 of each year. These annual plans are iterative and evolving, and their contents reflect the training staff receives in the Big Five school and community safety protocols that guide our drills in all San Mateo County schools. All CUSD sites are required to submit their approved plans to the CUSD Student Services department by that date. Each plan will be submitted to the San Mateo County Office of Education.

Per the Education Code, the Cabrillo Unified Governing Board will be informed of the approval status of each School Safety Plan in a regularly scheduled session before October 15, 2025.

All School Safety Plans have been approved by their respective Safety Planning Committees/School Site Councils. See the link to the Comprehensive Safety Plans 2024-25:

- Hatch Elementary School
- El Granada Elementary School
- Farallone View Elementary School
- Kings Mountain Elementary School
- Cunha Intermediate School
- Half Moon Bay High School
- Pilarcitos Alternative High School

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Approve as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent, Educational Services Department
CATEGORY: Consent/Action
ITEM TITLE: Ratification of Coastside Land Trust 2024-25 MOU

BACKGROUND INFORMATION

As part of our goal to embed additional enrichment opportunities and have gardens on every campus, we are engaging in an expanded partnership with Coastside Land Trust (CLT). CLT is a local nonprofit organization that is dedicated to the preservation, protection, and enhancement of the open space environment, including the natural, scenic, recreational, cultural, historical, and agricultural resources of Half Moon Bay and the San Mateo County coast for present and future generations.

This includes the incorporation of Next Generation Science Standards (NGSS) and Common Core State Standards in high-impact programs for environmental literacy and nutrition education.

Using LCAP funding, we are partnering with CLT to support us with the services described in the CLT MOU, which include the following supports:

- Junior Land Stewards Program (JLSP)
    - Weekly curriculum with a focus on land stewardship and nature journaling for fourth-grade students, in line with NGSS Standards through the Junior Land Stewards Program.
    - 4 walking/working field trips for each 4th grade class throughout the year.
    - 3 in-person labs for each 4th-grade class: seed planting, soil texture, and flower dissection.
    - Nature journaling workshop and orientation field trip for the HMBHS student volunteers
    - Materials for field trips as well as materials and instruction for labs.
    - Clear and consistent communication and coordination with principals, teachers, and high school students for field trips and labs.

FISCAL ANALYSIS

The cost for school years 2024-25 year by contract will not exceed $5,000 allocated for each year. This service will be paid using Local Control Accountability Program funding.

RECOMMENDATION

It is recommended that our CUSD Governing Board approve this contract and MOU governing partnership with the Coastside Land Trust (CLT)t for implementation of services during the 2024-25 school year.

AGREEMENT FOR SERVICE BETWEEN
THE CABRILLO UNIFIED SCHOOL DISTRICT AND COASTSIDE LAND TRUST

This agreement is made as of this day of November 14, 2024, by and between the Cabrillo Unified School District ("CUSD") and the Coastside Land Trust ("CLT") to provide services.

WHEREAS: CLT is dedicated to the preservation, protection, and enhancement of the open space environment, including the natural, scenic, recreational, cultural historical, and agricultural resources of Half Moon Bay and the San Mateo County Coast for present and future generations; and

WHEREAS: CLT advances its mission, in part, through its Junior Land Stewards Program (JLSP). CLT began JLSP in 2015 with the goal of connecting the students of CUSD with their local open spaces, and guiding them in developing the environmental literacy skills and desire to become life-long stewards of open space. This program features three integrated components: **student fieldwork and stewardship in the local coastal prairie (*facilitated by the Half Moon Bay High School Science students);* weekly hands-on science lessons, journaling and labs; a culminating celebration in which student stewardship and learning is celebrated and shared with the public; and**

WHEREAS: To accomplish the JLSP goal, the program consists of multiple elements, including:

- Weekly curriculum with a focus on land stewardship and nature journaling for fourth-grade students, in line with NGSS Standards through the Junior Land Stewards Program.
- 4 walking/working field trips for each 4th grade class throughout the year.
- 3 in-person labs for each 4th-grade class: seed planting, soil texture, and flower dissection.
- Nature journaling workshop and orientation field trip for the HMBHS student volunteers
- Materials for field trips as well as materials and instruction for labs.
- Clear and consistent communication and coordination with principals, teachers and high school students for field trips and labs.

WHEREAS: CUSD recognizes that the JLSP goal and program components help advance CUSD goals and objectives and desires to help sustain ongoing and expanded JLSP programming with CUSD students and teachers.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. SERVICES in consideration of the payments hereinafter set forth, CLT shall perform services for CUSD in accordance with the terms, conditions, and specifications set forth herein:

   A. Scope of Services/CLT Deliverables:
   - CLT will provide 3-4 nature journaling professional development workshops for CUSD 4th grade teachers at a fee not to exceed $1000 per workshop. These workshops will help 4th-grade teachers become well-versed in delivering the JLSP nature journaling curriculum. It will give teachers tools to use within the JLSP curriculum as well as other subject areas. The workshops will be 1.5-2 hours in length and take place at one of the CUSD elementary schools or in one of our coastal open spaces. The fee includes time for two CLT workshop facilitators, coordination, planning, execution, and follow-up.
   - CLT will provide a teacher stipend of $100 for each workshop attended.
   - The 4/5th grade class at King's Mountain will participate in the Junior Land Stewards Program labs and field trips every other year to avoid students repeating these curriculum-specific activities. The 4/5th grade students will still receive instruction in nature journaling every year through their class teacher.

   B. CUSD Deliverables
   - CUSD agrees to reimburse CLT for materials relating to professional development workshops and teacher resources, not to exceed $1000.
   - CUSD agrees to reimburse CLT for workshop educator fees not to exceed $1000 per workshop, not including materials.
   - CUSD agrees to coordinate a principal's meeting to kick off the program during the beginning of the 2024 school year.
   - Site Principals will be responsible for supporting their teachers with the coordination of field trips
   - Teachers will be responsible for the coordination of the field trip not limited to:
     - Securing enough parent chaperones for field trips.
     - Delivering the weekly JLSP curriculum to 4th-grade students.

- Sending and collecting permission slips for the field trips.
- Communicating with their site principal regarding field trip dates

2. TERM OF AGREEMENT: The term of this agreement is from August 15, 2024 - June 5th, 2025

3. COMPENSATION: CLT agrees to perform all the services of this agreement in Section 1A not to exceed $5,000, including materials.

4. PAYMENT: CLT shall submit an invoice detailing the services performed during the billing period at the end of each quarter. In the event that no services were completed during a quarter, no invoice submission is required. CLT is responsible to comply with all state and federal tax requirements.

5. EQUIPMENT AND MATERIALS: CLT shall provide all equipment, materials, and supplies necessary for the performance of the Agreement.

6. USE OF SUBCONTRACTORS: CLT shall not assign this Agreement or any portion thereof to a third party without the prior written consent of CUSD.

7. LICENSES AND PERMITS: It shall be the CLT's responsibility to obtain and keep in force any license, permit or approval required from any agency for work/services to be performed at his/her own expense, prior to commencement of said work/services or forfeit any right to compensation under this Agreement.

8. COMPLIANCE WITH STATE, FEDERAL, AND LOCAL LAWS, REGULATIONS, AND ORDINANCES: CLT and all subcontractors shall ensure compliance with all state, federal and local laws or rules applicable to performance of the work required under this agreement, and shall execute all necessary certifications of compliance therewith.

9. RELATIONSHIP OF THE PARTIES: CLT agrees and understands that the work/services performed under this Agreement are performed as an Independent Contractor and not as an employee of CUSD and that CLT acquires none of the rights, privileges, powers or advantages of CUSD employees.

INSURANCE: CLT shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect CLT and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from CLT's operations under this Agreement, whether such operations be by CLT, any subcontractor, anyone directly or indirectly employed by either of them, or by an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amount(s) specified below:

☒ Comprehensive General Liability... $2,000,000 (applies to all agreements)
____ Motor Vehicle Liability Insurance.. $1,000,000 (to be checked if motor vehicle used in performing services)
____ Professional Liability..... $1,000,000 (to be checked if Contractor is a licensed professional)

The CLT will provide proof of insurance and will identify CUSD as an additional insured.

WAIVER: No delay or omission by either party in exercising any right under this Agreement shall operate as a waiver of that or any other right or prevent a similar subsequent act from constituting a violation of the Agreement.

10. EQUAL EMPLOYMENT OPPORTUNITY: In connection with the performance of this Agreement, the CLT shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, physical handicap, or national origin.

11. HOLD HARMLESS: CLT agrees to indemnify and defend the District, its employees, and agents from any and all claims, damages, and liability in any way occasioned by or arising out of the performance of this agreement.

12. DISPUTE RESOLUTION: Should any dispute arise out of this Agreement, the Parties should meet in mediation and attempt to reach a resolution with the assistance of a mutually acceptable mediator. The costs of the mediator, if any, shall be shared by the CLT and CUSD. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this settlement. Neither party shall be permitted to file legal action without first meeting in mediation and maintaining a good faith attempt to reach a mediated resolution.

13. GOVERNING LAW: This Agreement, including any exhibits, shall for all purposes be deemed subject to the laws of the State of California, and in the event of a lawsuit concerning this Agreement shall be held in the County of San Mateo.

14. TERMINATION: CUSD may at any time terminate this Agreement upon written notice to CLT. CUSD shall compensate CLT for services satisfactorily provided through the date of termination. In addition, CUSD may terminate this agreement for cause should CLT fail to perform any part of this Agreement. In the event of termination for cause, CUSD may secure the required services from another contractor.

15. COMPLETENESS OF AGREEMENT: This Agreement constitutes the entire understanding of the parties and any changes shall be agreed to in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers:

Cabrillo Unified School District

_____

Jennifer Marsh
Chief Business Official

Date: _____

Coastside Land Trust

_____

Contractor Name:
Address:
City/State:
Zip:

Date: _____

_____

Jeff Harding, ED.D.
Interim Superintendent

Date: _____

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Lisa Longaker, CTE Coordinator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Strong Workforce Program Grant Agreement

BACKGROUND INFORMATION

California's economic competitiveness is fueled, in part, by the strength of its regional economies and its skilled workforce. California is committed to investing in developing a skilled workforce to meet the state's labor market needs and to ensure upward social and economic mobility for Californians. In 2016, the California Legislature approved the Strong Workforce Program (SWP), budgeting an ongoing $248 million for the state's community colleges to enhance and expand career technical education (CTE) and workforce training to prepare students for high-wage employment in industries that meet regional labor market needs. Commencing with the 2018–19 fiscal year, an additional $150 million was allocated on an annual and ongoing basis to K-12 local education agencies (LEAs) through the K12 Strong Workforce Program (K12 SWP) to create, support, or expand high-quality CTE at the K-12 level (Education Code, Section 88827).

FISCAL ANALYSIS

Cabrillo Unified School District will receive $185,400 for the 2024-25 and 2025-2026 school years until June 30, 2026, to support and enhance our existing CTE programs.

There is no financial impact on the General Fund.

RECOMMENDATION

Approve as submitted.

AGREEMENT BETWEEN
SAN MATEO COUNTY OFFICE OF EDUCATION
AND CABRILLO UNIFIED SCHOOL DISTRICT
FOR K12 STRONG WORKFORCE PROGRAM
SAN MATEO CTEWorks! INDUSTRY PARTNERS, REGIONAL WBL & CCC CONNECTIONS: COLLEGE, CAREER & BEYOND

This agreement, dated **August 28, 2024,** is entered into between San Mateo County Office of Education ("SMCOE") and **CABRILLO UNIFIED SCHOOL DISTRICT** ("District"), collectively referred to as "Parties" and individually as "Party."

1. RECITALS

WHEREAS, SMCOE has received a K12 Strong Workforce Program (hereinafter referred to as "K12 SWP") grant from the Bay Area Community College Consortium (hereinafter referred to as "Regional Consortium") and is responsible for distributing funds to each district within the San Mateo County K12 SWP consortium, following certification by the District Signing Authority, and

WHEREAS, SMCOE is authorized to receive funding from K12 SWP, as appropriated under Education Code § 88827, to create, support, and/or expand high-quality career technical education programs at the K12 level; and

WHEREAS, the District enters into this Agreement to set the terms and conditions for its K12 SWP award of , and to be accountable for all deliverables identified in Exhibit A. Application and Scope of Work, and

NOW, THEREFORE, in exchange for the covenants set forth below, the Parties agree as follow

2. AWARD AMOUNT

The total amount awarded to the District pursuant to this Agreement is **$185,400** and payment to the District shall be made in accordance with the terms and conditions of this Agreement and as determined by the amount approved as identified in Exhibit B Budget

District certifies that grant funds received and the matching funds contributed by the District and its partners shall be used solely for the purpose of supporting the program or programs for which the grant is awarded

3. PERIOD OF PERFORMANCE

The period of performance for this Agreement shall commence on January 1, 2024 and shall expire on June 30, 2026, unless terminated earlier in accordance with the termination/cancellation provisions of this Agreement

4. SCOPE OF WORK

District shall carry out the activities and achieve the performance outcomes as presented in the application and attached as Exhibit A. Application and Scope of Work In alignment with these performance outcomes, deliverables and activities within the scope of work may be modified by mutual agreement of the parties.

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

5. MODIFICATIONS

District may request modifications to the work to be performed. All such requests must be submitted in writing to SMCOE CTE Coordinator prior to the modifications being made. The CTE Coordinator may require that a Grant Amendment be processed, if the Regional Consortium determines that a change would materially affect the project outcomes as described in Exhibit A, the terms of this Agreement or the terms included in the K12 SWP RFA — Appendix A. Program-Specific Legal Terms and Conditions available at k12swpRFA baccc net

District may make changes to any budget category amounts up to 10% of the total award amount per line item as listed in Exhibit B Budget without SMCOE approval so long as budget categories are not added or deleted, the total dollar amount of the Agreement is not affected, and the outcomes of the Agreement will not be materially affected. District may add or delete budget categories subject to the prior approval of the SMCOE, which may have to get approval from the Regional Consortium

Amendments are required for budget changes when there are changes in the total dollar amount of the Agreement and/or outcomes of the Agreement is materially affected The process for requesting and approving amendments are determined by the Regional Consortium Budget changes or amendments are subject to applicable program limitations and require approval of the Regional Consortium. No extensions to the performance period will be granted.

6. INVOICING AND PAYMENT

Advance payment of 70% of the total amount of this Agreement will be paid within 45 days following full execution of the Agreement District may request payment for reimbursable expenditures for the remaining 30% of the total amount of this Agreement once BACCC has confirmed that actual expenditures and NOVA reported expenditures equal 100% of the total grant funds.

All requests for reimbursement must be submitted as invoices on the form provided by the SMCOE that are supported by financial detail reports that itemize costs The SMCOE may request back-up documentation for expenditures, if required to adhere to compliance terms and standards. Payment of invoices is contingent upon completion and approval by the SMCOE of any reports due on or before the date of the submitted invoice In the event of early termination of this Agreement, District shall be reimbursed for all work satisfactorily performed and invoiced through the date of termination

District agrees to provide biannual invoices for all performance under this Agreement between January 1, 2024 and June 30, 2026. Please use attached K12 Strong Workforce Program Expenditure Report when reporting biannual expenditures.

The District is obligated to provide proportional dollar match according to the terms set forth in the K12 Strong Workforce Program RFA (k12swpRFA baccc net) and as indicated in Exhibit B· Budget Documentation of the required match will be provided to the SMCOE in the manner and on the schedule posted on the BACCC K12 SWP website, k12swp baccc net

7. REPORTING

K12 SWP funding is project based with project submissions and reporting expenditures in NOVA The District agrees to adhere to the reporting schedule as posted on the BACCC K12 SWP website, k12swp baccc net District will be provided 25 days notice of report due dates and any changes to the reporting schedule Fiscal and narrative reports of project progress may be requested by the SMCOE at other times

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

District shall prepare and submit outcomes data as required by Education Code §88828 (d) (8) District shall enter into and maintain a data sharing MOU with Cal-PASS Plus until an MOU is executed between CDE and the California Community College Chancellor's Office for information sharing on K12 data by November 1 immediately following the fiscal year for which data are being reported.

District shall provide student-level data necessary to evaluate K12 SWP to CDE; beginning in 2020-21, submit all end-of-year data files, as applicable and required by K12 SWP leadership, into the Cal-PASS Plus system; and notify the SMCOE that the data has been reported. As per the legislation, failure to provide this data may result in termination of the grant

8. SUBGRANTING AND SUBCONTRACTING

The District is responsible for the performance of any services provided through funds awarded under this grant by partners, consultants, or other organizations

The District shall obtain approval from the SMCOE for additions or deletions to the subgrantees named in Exhibit A· Application and Scope of Work or for changes in the amount of funds awarded in Exhibit B. Budget.

The District is to be fully responsible to the Regional Consortium for the acts and omissions of its subgrantees, subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by the District The District's obligation to pay its subgrantees and subcontractors is independent from the obligations of the SMCOE to make payments to the District As a result, the SMCOE shall have no obligation to pay or enforce the payment of any money to a subgrantee or subcontractor

9. RECORDS AND AUDITS

The State Controller will include the audit instructions necessary to enforce the requirements pertaining to the K12 component of the Strong Workforce Program in the audit guide required by Education Code Section 14502 1

District must maintain records regarding use of program funds and progress made towards completing the performance outcomes listed in Exhibit A. Application and Scope of Work

District shall maintain and make available expenditure data on career technical education programs for the purposes of verifying that the matching funds requirements as specified in the K12 Strong Workforce Program RFA (k12swpRFA baccc net) have been met

Parties agree that the SMCOE, the Regional Consortium, the Chancellor's Office, the Bureau of State Audits, and any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and copy any records and supporting documentation pertaining to the performance of this Agreement District agrees to maintain such records for possible audit for a minimum of three (3) years after the final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated District agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records Further, District agrees to include a similar right of the SMCOE, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

10. TERMINATION

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party Notice shall be deemed served on the date of mailing Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents District will be liable for and will repay to the SMCOE any amounts in excess of the amount owed by the SMCOE at the time the Agreement is terminated. The amount to be repaid by the District shall be that prorated portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

11. DISPUTES

All claims, disputes, and other matters in question between the Parties arising out of or relating to this Agreement or the breach thereof shall be addressed in the following manner. The Parties shall enter into good faith negotiations to reach an equitable settlement Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by the Regional Consortium or the California Community College Chancellor's Office, based on prior written mutual agreement as to which of these two entities will resolve the dispute If the Parties do not agree as to the dispute resolution entity, the SMCOE will solely select one and such selection will be binding on the District In such a case, the decision of the SMCOE-selected dispute resolution entity shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to the District The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, the SMCOE receives from District a written request to appeal said decision Pending final decision of the appeal, District shall act in accordance with the written decision of the SMCOE or the Chancellor's Office, whichever is the final arbiter of the dispute The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the Prime Sponsor, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations

12. INDEMNIFICATION

Each Party will defend, indemnify and hold the other Party, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, employees, or agents.In the event of concurrent negligence of the District, its officers, officials, agents or employees, and the SMCOE, its officers, officials, agents or employees, then the liability for any and all claims, suits or actions of every name, kind and description arising out of this Agreement shall be apportioned between the Parties under the established California rules of comparative negligence with each party bearing its own attorney's fees and costs.

13. INDEPENDENT CONTRACTORS

For the purpose of this Agreement and all work and services specified herein, the parties shall be, and shall be deemed to be independent contractors and not agents or employees of the other party

The District, in the performance of this Agreement, shall be and act as an independent contractor and not as an employee of the SMCOE. The District understands and agrees that it and all of its employees shall not be considered officers, employees or agents of the SMCOE, and are not entitled to benefits of any kind or nature normally provided to employees of the SMCOE and/or to which the SMCOE's employees are normally entitled, including, but not limited to State Unemployment Compensation or Workers' Compensation. The District assumes full responsibility for its acts and/or liabilities including those of its

employees or agents as they relate to the services provided under this Agreement. The District shall assume full responsibility for withholding and payment of all: Federal, State, Local and applicable income taxes; workers' compensation; contributions, including but not limited to, unemployment insurance and social security with respect to the District's employees. The SMCOE will not withhold taxes, unemployment insurance or social security for the District's employees or independent subcontractors. The District agrees to indemnify and hold the SMCOE harmless from and against any and all liability arising from any failure of the District to withhold or pay any applicable tax, unemployment insurance or social security when due.

14. ASSURANCES

By signing this Agreement, the Parties certify they will comply with the terms and conditions outlined in the Strong Workforce Program established by Education Code §§ 88827-88833, and with the guidance documents provided by the California Community College Chancellor's Office, K12 Strong Workforce Program RFA (k12swpRFA.baccc.net) and other guidance published by the California Community College Chancellor's Office, currently posted on Strong Workforce Program websites and the Regional Consortium's website:

- https://www.cccco.edu/About-Us/Chancellors-Office/Divisions/Workforce-and-Economic-Development/K12-Strong-Workforce
- Request for Application K12 STRONG WORKFORCE PROGRAM ROUND 6 - https://www.cccco.edu/-/media/CCCCO-Website/docs/rfa/round-6-rfa-k12-swp-a11y-10-23-23.pdf?la=en&hash=8F7F80FE89D6B9BD5E152507DD636C3EDCC460E2

By signing this Agreement, the District certifies that it complies with state and federal requirements for Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, Non-Discrimination, Accessibility for Persons with Disabilities, Drug-Free Workplace Certification, Intellectual Property, and Debarment and Suspension, and will adhere to these legal standards and requirements in the performance of work related to this Agreement.

15. FEDERAL, STATE AND LOCAL TAXES

Except as may be otherwise provided in this Agreement, the District's award amount includes all applicable Federal, State, and local taxes and duties, and therefore. District shall be responsible for paying all such costs.

16. EQUAL OPPORTUNITY/NON-DISCRIMINATION

A. During the performance of this Agreement, District shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religion, creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), age (over 40), marital status, denial of family care leave, sexual orientation, gender, gender expression, political affiliation, position in a labor dispute, or any characteristic listed or defined in §11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of §422.6 of the California Penal Code, or any other status protected by law is strictly prohibited. District shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

B. District shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code §12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

C District shall also comply with the provisions of Government Code §§11135-11139 8, and the regulations promulgated thereunder by the Board of Governors of the California Community Colleges (Cal Code of Regulations, title 5, §§59300 et seq).

17. UNENFORCEABLE PROVISION

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement remain in full force and effect and shall not be affected thereby

18. WAIVER

Any waiver by SMCOE of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term Failure on the part of the SMCOE to require full, exact, and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms of this Agreement, or stopping the SMCOE from enforcing the terms of this Agreement

19. COMPLIANCE WITH APPLICABLE LAWS

It is understood and agreed that this Agreement shall be governed by the laws of the State of California both as to the interpretation and performance, venue of any action brought with regard to this Agreement shall be in San Mateo County, State of California District shall be subject to and shall comply with all Federal, State and local laws and regulations applicable with respect to its performance of services under this Agreement

20. INTELLECTUAL PROPERTY

Any work product resulting from this Agreement falls under the Chancellor's Office Creative Commons Attribution license, which gives permission to the public to reproduce, distribute, perform, display or adapt the licensed materials for any purpose, so long as the user gives attribution to the author

21. ORDER OF PRECEDENCE

Any inconsistency or conflict between provisions in this Agreement shall be resolved by giving precedence in the following order·

1 Process for requesting/approving budget/contract changes as posted on k12swp bacce net website
2 The Agreement
3 K12 Strong Workforce Program RFA (k12swpRFA net)
4 Exhibit A. Application and Scope of Work
5 Exhibit B. Budget

22. SIGNATURES

By signing below, the Parties agree to the terms and conditions set forth in this Agreement, which terms and conditions, upon such signatures, shall be incorporated into and become a part of the Agreement between District and the SMCOE, and are binding upon the Parties without any further action by the Parties.

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

SAN MATEO COUNTY
SUPERINTENDENT OF SCHOOLS

By _____
Kevin Bultéma, Deputy Superintendent

SMCOE Contact:

Marcela Miranda
Executive Director, College, Career,
and Community Partnerships
mmiranda@smcoe.org

CABRILLO UNIFIED SCHOOL DISTRICT

By _____
Superintendent or Designee
2024-10-30

District Contact:

Lisa Longaker
CTE Coordinator
longakerl@cabrillo.k12.ca.us

S.R. 2024-10-17

M.M. 2024-10-17

K.S. 2024-10-17

N.M. 2024-10-17

E.A. 2024-10-22

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

Exhibit A: Application and Scope of Work

Funds Overview for Entire K12 SWP San Mateo County Grant:

Grant Amount	$1,625,782	2:1 Match
Financial Contribution (Cash Match)	$3,251,564	100%
Indirect (4%)	$62,529	

1000 Instructional Salaries	2000 Non-Instructional Salaries	3000 Employee Benefits	4000 Supplies and Materials	5000 Other Operating Expenses and Services	6000 Capital Outlay	7000 Indirect Costs (4%)	Totals
$522,000.00	$152,000.00	$138,000.00	$286,253.00	$465,000.00	$0	$62,529	$1,625,782

Budget by Grant Cycle:

Agency	2023-2024	2024-2025	2025-2026	Total
Cabrillo Unified School District	$0.00	$92,400.00	$93,000.00	$185,400.00
Jefferson Union High School District	$0.00	$148,500.00	$154,500.00	$303,000.00
Sequoia Union High School District	$0.00	$111,000.00	$114,000.00	$225,000.00
South San Francisco Unified School District	$0.00	$131,000.00	$131,000.00	$262,000.00
San Mateo Co. Office of Education	$108,795.00	$423,927.00	$117,660.00	$650,382.00
Total	$108,795.00	$906,827.00	$610,160.00	$1,625,782.00

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

Statement of Work:

Project Objectives

Project Objectives	Strategies
#1 - K12 CTE Pathway to CCC Program of Study Alignment CTE A-G, dual enrollment, and articulation of CTE courses	1 1 - Increase CTE A-G courses and Dual Enrollment capstone courses 1 2 - Develop counseling and mentoring supports for historically underserved students to successfully complete WBL and CTE pathways
#2 - Increase access & engage with CCCs for onsite tours, regional career fairs, trade events, and industry certification	2 1 - Increase industry and CCC site visits for HS students 2 2 - Increase industry certifications in CTE capstone courses
#3 - Dual enrolled A-G, county-wide San Mateo County CTE Works! Intern/work experience course at all three CCC & K12	3 1 - Develop road map for internship development with shared best practices 3 2 - Implement consistent Dual Enrollment work experience course across SMCCD for all districts
#4 - Increase regional WBL opportunities with industry partners and activate CTE Advisory members	4 1 - Increase industry and business partnerships in high-priority CTE pathways 4 2 - Increase industry membership in Countywide CTE Advisory with specific WBL commitments
#5 - Equitable county-wide CTE workforce readiness ePortfolios for consortium secondary CTE students, including a regional industry-endorsed microcredential, and student evaluations and feedback from industry professionals	5 1 - Manage implementation and feedback loop for ePortfolio assessment including representation from industry, CCC & consortium

Partner LEA Goals and Responsibilities

Partner LEA	Project Goal	Description of Work
Cabrillo Unified	Goal 1 K-16 Pathway Alignment with Student Supports	As a collaborative, design and iterate best practices that disrupt persistent inequities and foster new access and achievement for all CTE students, including historically underserved student populations, in order to increase student participation and outcomes in these areas • Dual enrollment courses • A-G courses • Community college visits • Industry site visits • Industry certification • College and career fairs • CTE completion rates • CTE college knowledge • High-quality work-based learning • Counseling and mentoring supports for focal populations
Jefferson Union Sequoia Union South San Francisco Unified	Goal 2 Road Map for Internships and Work-Based Learning	Participate in regular Countywide CTE Collaboration meetings Provide feedback on iterations of internship roadmap, work-based learning, and student support resources Pilot CTE internships for high priority pathway(s), using internship roadmap and pilot program evaluation resources Support with diversifying industry engagement in high-priority pathways and advisory boards Implement WORK670 in all pathways with CTE internships
	Goal 3 e-Portfolios and Countywide Opportunities	Pilot and expand ePortfolio assessments in identified CTE pathways Implement ePortfolio feedback loop and assessment best practices Secure attendance of district CTE partners at Countywide CTE Advisory meetings Provide feedback on 'SuperCompleter' criteria and provide SMC CTEWorks! 'SuperCompleter'student recognition with honor cords and showcase Provide feedback on iterations of CTEWorks marketing materials and infographics, and launch marketing campaign
San Mateo County Office of Ed	Goal 4 Consortium Collaboration and Coordination	Compile and develop resources and models, coordinate a number of countywide off-site learning opportunities and events, and facilitate collaboration to achieve grant objectives

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

Exhibit B: Budget

Updated Allocations/Match		
District	Total Allocation	Total Match
SMCOE	529,382.00	637,150.00
Gateway	60,500.00	
Hillcrest	60,500.00	30181.39535
Cabrillo	185,400.00	36,000.00
Jefferson	303,000.00	72,000.00
Sequoia	225,000.00	72,000.00
South SF	262,000.00	72,000.00
Higher Education Partners		
Canada College		349,484.00
College of San Mateo		26,930.00
SMC CCD		80,000.00
Skyline		1,430,000.00
Industry Partners		
Foundation4innovation		15,000.00
Peninsula Conflict Res		175,000.00
Youth Leadership		250,000.00
Bulbapp.com		36,000.00
Total	1,625,782.00	3,281,745.40
	Required Match	3,251,564.00

Cabrillo Unified School District (CUSD)

CUSD **Total:** $185,400.00
Match: $36,000.00

Obj Code	Description	Year 1: 22-23	Year 2: 24-25	Year 3: 25-26	Total	Vendor/ Who	Budget Notes from Nova
1000	**Certificated Salaaries**						
1000	Certificated Salaries		$50,000.00	$50,000.00	$100,000.00		Coordinator supports new & expanding proj obj engaged in supporting WBL, Planning and PD promotion & attendance, ePortfolio integration, initiative data collection, support of CCC tour & engagement event coord., trade/ industry & other off-site WBL CTE experiences, A-g remodels, DE. CTE teacher stipends ;for extra duties substitutes to addend PD, Advisory, eProtfolio taining and other CTE related activites.
2000	**Classified Salaries**						
2000	Classified Salaries	$0.00	$0.00	$0.00	$0.00		
3000	**Employee Benefits**						
3000	Certificated benefits	$0.00	$15,000.00	$15,000.00	$30,000.00		Associated benefits with CTE Coordinator & CTE Teacher stipends, substitutes
4000	**Books & Supplies**						
4000	CTE Supplies		$17,400.00	$18,000.00	$35,400.00		Materials for exiting or expanding MS CTE ex elective modules & new activities &/or pathway equi., curriculum & /or consumables-may include: MS Ex. Green Careers Content, Paxton Patterson, PLTW, & Intro course support, expanding CTE content &/ or increasing student access. Priority given to HP/ P HS Pathways at their Feeder HS's
5000	**Services and Operating Expense**						
5000			$10,000.00	$10,000.00	$20,000.00		Transportation, CTE Advisory
6000	**Capital Outlay**						
6000	N/A	$0.00	$0.00	$0.00	$0.00		
	Sub Totals	$0.00	$92,400.00	$93,000.00	$185,400.00		
	Total Costs				$185,400.00		

Document Ref: WTYCC-AQAEC-ASEBQ-SNFVS

Signature Certificate

Reference number: WTYCC-AQAEC-ASEBQ-SNFVS

Signer	Timestamp	Signature
Leticia Bhatia Email: bhatial@cabrillo.k12.ca.us		
Sent:	22 Oct 2024 23:23:26 UTC	
Viewed:	30 Oct 2024 16:31:32 UTC	
Signed:	30 Oct 2024 16:31:54 UTC	
Recipient Verification:		IP address: 50.219.42.178
✔Email verified	30 Oct 2024 16:31:32 UTC	Location: Half Moon Bay, United States

Document completed by all parties on:
30 Oct 2024 16:31:54 UTC

Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 50,000+ companies worldwide.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Andrew Boysen, Principal, Half Moon Bay High School
Deanna Tower, Assistant Principal, Half Moon Bay High School
Lisa Longaker, CTE Coordinator
CATEGORY: Consent/Action
ITEM TITLE: Approval of Second MOU Between Feather River College and Half Moon Bay High School

BACKGROUND INFORMATION

Animal Science, a newly board-approved course within the Half Moon Bay High School (HMBHS) Agriscience Pathway, will be offered for the first time in the 2024-25 school year. Since agriculture courses are not offered within the San Mateo Community College District (SMCCD), in April 2024, SMCCD granted Cabrillo Unified School District (CUSD) permission to partner with Feather River College (FRC) for dual enrollment of the HMBHS animal science course.

At the October 10, 2024, CUSD governing board meeting, we presented our initial Memorandum of Understanding (MOU) between CUSD and FRC regarding dual enrollment and instructor qualification. HMBHS agriculture teacher Hana Lani Hanson and CTE Coordinator Lisa Longaker conducted extensive outreach to identify community colleges that could provide agricultural dual enrollment opportunities. FRC emerged as a responsive partner willing to collaborate with HMBHS on curriculum alignment. The animal science course curriculum has been designed to match FRC's requirements, with Ms. Hanson serving as the course instructor in collaboration with FRC. This partnership creates valuable early college credit opportunities for HMBHS Agriscience students.

Today, we present a second MOU between CUSD and FRC, which represents our standard agreement for external organizations providing services to our school community.

As a small Northern California community college new to out-of-district College and Career Access Pathways (CCAP) agreements, FRC has requested to begin with non-CCAP dual enrollment for the 2024-25 school year, with plans to transition to a formal CCAP agreement for the 2025-26 school year. This arrangement enables immediate implementation of dual enrollment credits for HMBHS students in 2024-25 while allowing time for establishing a comprehensive CCAP agreement. This approach aligns with AB 288, which provides community colleges with both CCAP and non-CCAP options for dual enrollment agreements with high schools.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Staff recommends that the CUSD Governing Board approve a second MOU between Feather River College and Cabrillo Unified School District for the Animal Science course, beginning in the 2024-25 school year.

Dual Enrollment Memorandum of Understanding
Feather River College

This Memorandum of Understanding ("MOU") is between Feather River College ("FRC"), and Cabrillo Unified School District ("DISTRICT"). For identification purposes only this MOU is dated 10/30/24.

RECITALS

WHEREAS, FRC is a Community College District whose mission includes providing accessible, flexible, affordable, and innovative education within the DISTRICT;

WHEREAS, DISTRICT is a High School District located in Plumas and Sierra County, or an approved California county;

WHEREAS, the parties desire to collaborate and provide college credit, stand-alone courses, and dual enrollment courses ("Courses");

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by the Legislature and FRC;

WHEREAS, the parties desire to enter into a MOU, which sets forth their mutual rights and responsibilities and governs their relationship regarding the subject Courses;

WHEREAS, this MOU contemplates that the parties will enter into a related course agreement (CA) for the individual subject Courses, that each CA will fully incorporate the terms of this MOU, and that each CA will set out the necessary details specific to the subject Programs/Courses;

WHEREAS, the parties intend for FRC to report full-time equivalent students (FTES) and obtain state apportionment for the subject Courses given through this MOU in accordance with California Code of Regulations, Title 5, sections 58050, 58051, and 58051.5;

WHEREAS, all Courses will be located within FRC's District boundaries unless agreed upon by other Community College Districts (in compliance with requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. concerning approval by adjoining high school or community college districts and use of non-district facilities);

NOW, THEREFORE, the parties mutually agree as follows:

TERMS

1. **Recitals.** The above recitals are incorporated herein and made a part of this MOU.

2. **Effective Date and Duration.** This MOU shall be effective on the date authorized representatives of both parties sign it and continue in effect until duly modified or terminated by the parties.

3. **Early Termination.** This MOU may be terminated by either party with cause if another party fails to comply with the insurance or indemnification requirements or otherwise commits a material breach. Termination will be effective no sooner than 15 calendar days after a written demand to cure is provided and the party fails to cure. This remedy is in addition to any other remedy which may be provided for by law.

This MOU may be terminated without cause and for any reason by any party. The party desiring early termination without cause must provide written notice to the other parties. Termination will be effective no sooner than the last day of the semester after actual receipt of the written notice.

The parties agree to consider the needs of currently enrolled students when determining a termination date.

The indemnification provisions contained in this MOU shall survive termination.

4. **Course Agreements.** The terms of this MOU are deemed to be part of and fully incorporated into any and all presently existing or future CAs pertaining to the Courses unless expressly modified by a related CA. Related CAs will typically address the time, date, location, number of instruction hours, FRC credits offered, number of students, and other specifics related to each Course. The terms of this MOU may be modified by individual CA as necessary. Any inconsistency between the MOU and an express provision of a CA will be resolved in favor of this MOU.

5. **Certifications for State Apportionment Purposes**

A. DISTRICT and FRC shall adhere to the Title 5 and Education Code Provisions governing dual enrollment, specified in Section 48800 and subsection 48802 (a) and (b). The referenced sections detailed below are taken directly from California Education Code:

> 48802. (a) For purposes of allowances and apportionments from Section B of the State School Fund, a community college shall be credited with additional units of average daily attendance attributable to the attendance of pupils at the community college as special part-time students pursuant to this article and as set forth in Section 76002.
>
> (b) A school district whose pupils attend a community college as special part-time students pursuant to this article shall, for purposes of allowances and apportionments from Section A of the State School Fund, continue to receive credit for attendance by those pupils computed in the manner prescribed by law, and a pupil's attendance at school for the minimum school day shall be deemed a day of attendance for purposes of making this computation.

B. For purposes of the dual enrollment partnership, DISTRICT defines a "regular school day" as at least 240 minutes of instruction in high school credit only courses.

C. DISTRICT certifies that the direct education costs of the courses are not being fully funded through other sources.

D. FRC certifies that it has not received full compensation for the direct education costs for the conduct of the course from other sources.

E. DISTRICT and FRC shall adhere to the Title 5 and Education Code section 76002 provisions governing dual enrollment. The Board of Trustees of DISTRICT will pass a resolution during a regularly scheduled board meeting which will provide that the location where courses are being held under this MOU will be open to the public at all times when courses are in session. The resolution shall be in the form provided in Attachment A to this MOU. This resolution shall provide that the provisions of Penal Code 627.2 do not apply to the DISTRICT facilities where courses are being held during those times when courses are in session. The referenced sections detailed below are taken directly from California Education and California Penal Code:

> California Education Code 76002 If the community college class is offered at a high school campus, the class shall not be held during the time the campus is closed to the general public, as defined by the governing board of the school district during a regularly scheduled board meeting.
>
> California Penal Code Section 627.2 No outsider shall enter or remain on school grounds during school hours without having registered with the principal or designee, except to proceed expeditiously to the office of the principal or designee for the purpose of registering. If signs posted in accordance with Section 627.6 restrict the entrance or route that outsiders may use to reach the office of the principal or designee, an outsider shall comply with such signs.

F. DISTRICT agrees and acknowledges that all courses held under the terms of this MOU must be open to the general public and if a community college class is offered during the regular school day, any member of the general public enrolled in the community college class shall have access to the campus equal to the high school students attending the high school. The high school may require non-high school enrollees to adhere to all campus policies.

G. DISTRICT will not pay FRC for the full costs of offering any course under this MOU. DISTRICT agrees and acknowledges that FRC will claim apportionment for the students enrolled in courses under this MOU.

6. Regulatory Requirements for State Apportionment Purposes Applicable to All Courses Conducted Under the Terms of This MOU

These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:

A. Responsibilities of Each Party. FRC policies and procedures apply and FRC is responsible for the Courses. The Courses will comply with all applicable regulations, procedures, prerequisites and standards applicable to FRC, as well as any corresponding local policies, practices, and requirements of the DISTRICT.

B. Enrollment Period. The enrollment period shall be determined by FRC in accordance with its guidelines, policies, pertinent statutes, and regulations.

C. Number of Course Hours Sufficient to Meet the Stated Performance Objectives. FRC will determine the performance objectives for each of the Courses and the number of course hours necessary to meet the performance objectives. The performance objectives and corresponding course hours shall be specified in the related CA.

D. Supervision and Evaluation of Students. Supervision and evaluation of students shall be in accordance with FRC guidelines, policies, pertinent statutes, and regulations. All students will be under the immediate supervision of an employee of FRC. For purposes of this paragraph all DISTRICT employees who are teaching the courses shall be deemed to be employees of FRC for attendance accounting purposes.

E. Withdrawal Prior to Completion of the Course. A student's withdrawal prior to completion of the Course shall be in accordance with FRC guidelines, policies, pertinent statutes, and regulations.

F. Right to Control and Direct Instructional Activities. FRC is responsible for the Courses and has the sole right to control and direct the instructional activities of all instructors, including those who are DISTRICT personnel

G. Minimum Qualifications for Instructors Teaching Courses. Instructors who are DISTRICT personnel shall either meet the minimum qualifications to provide instruction in a California community college. The minimum qualifications shall be consistent with the requirements in other similar courses offered by FRC and shall be published or otherwise listed by FRC. All instructors shall meet the qualification requirements of Title 5 CCR sections 53410 and 58060.

H. Facilities. DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the contemplated instruction and do so without charge to FRC or students. DISTRICT agrees to clean, maintain, and safeguard DISTRICT's premises. DISTRICT

warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes. All courses will be held at facilities which are clearly identified as being open to the general public. Pursuant to the provisions of Penal Code Section 627.9 (d) the DISTRICT Board of Trustees will pass a resolution before courses are held which exempts all campuses in the District which will be used for courses under this MOU from the provisions of Penal Code Section 627.2. The exemption from Section 627.2 may be limited by the resolution to the time immediately before, immediately after and during the time courses are being held under the terms of this MOU.

I. Equipment. DISTRICT will furnish, at its own expense, all course materials, specialized equipment, and other necessary equipment for all DISTRICT students. The parties understand that such equipment and materials are DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment and materials to be used during each Course. DISTRICT understands that no equipment or materials fee may be charged to students except as provided for by FRC policies and practices. Students in a course who are not enrolled in DISTRICT shall be provided course materials, specialized equipment, and other necessary equipment as specified in FRC Policies and the applicable student handbook.

J. Enrollment. Enrollment shall be open to any person who has been admitted to FRC and meets all applicable prerequisites. Applicable prerequisite courses, training, or experience will be determined by FRC. Applicants must meet the standards and prerequisites of the FRC.

FRC will be responsible for processing student applications. FRC will provide the necessary admission forms and procedures and both FRC and DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.

FRC will ensure that each student completes the admissions procedure, the course enrollment process, and otherwise process student applications and enroll students in the Courses, as appropriate. DISTRICT will assist FRC as necessary. A successful enrollment requires that each student has completed an enrollment application and the Student & Parent Dual Enrollment Agreement provided by FRC, the application has been delivered to and accepted by FRC's Admissions and Records Office, all enrollment and other applicable fees have been paid, and the applicant has met all requirements, to include the standard FRC student liability and medical care coverage, if applicable.

K. Enrollment Fees. Pursuant to FRC Board Policy 5030 (Education Code Section 76300(f)) the enrollment fee for students who are Special Part-Time Students (Education Code 76001) will be waived by FRC.

L. Records of Student Attendance and Achievement. All records of student attendance and achievement shall be submitted to FRC at a pre-determined time, or upon demand, and shall be maintained by FRC.

M. Ancillary Support Services for Students. Both FRC and DISTRICT shall ensure that students enrolled in the Courses are provided ancillary and support services as may be needed, including but not limited to counseling and guidance and placement assistance.

N. Courses Outside FRC Boundaries. For locations outside the geographical boundaries of FRC, FRC will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. concerning approval by adjoining high school or community college districts and use of non-district facilities.

7. Liaison. At no cost to the DISTRICT, FRC will provide the services of faculty members related to coordination of courses between FRC and DISTRICT. FRC will provide DISTRICT personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this MOU, including conducting appropriate student assessments, outreach/recruitment activities and the FRC's application procedures.

8. Support Staff. These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:

A. DISTRICT to Provide Support Services. Unless otherwise provided for in a related CA, DISTRICT may provide personnel to assist in activities related to providing Dual Enrollment opportunities.

B. DISTRICT is Responsible for its Own Personnel. DISTRICT's personnel will perform these services on duty time. DISTRICT personnel performing these services will be employees solely of DISTRICT, subject to the authority of DISTRICT, but will also be subject to the direction of FRC, specifically with regard to their duties pertaining to the Courses described in the related CAs. FRC has the primary right to control and direct such activities.

9. Instructors. These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:

A. FRC to Select Instructors. FRC may select instructors from DISTRICT personnel nominated by the DISTRICT, or other sources. DISTRICT personnel will perform instructional duties on duty time. DISTRICT personnel selected to be instructors remain employees solely of the DISTRICT, subject to the authority of the DISTRICT, but will also be subject to the authority of FRC, specifically with regard to their duties as instructors. FRC will exercise this authority in consultation with the DISTRICT.

B. District May Nominate Instructors. DISTRICT shall ensure that all instructor nominees are experienced, competent personnel who have the personal attributes necessary for providing instruction in the Courses. DISTRICT shall ensure that all instructor/staff nominees possess any Certificates or other training indicated that may be required including, but not limited to the qualification requirements of Title 5 CCR 53410 and 58060. District will provide FRC proof of compliance with this paragraph before the beginning of each semester or session. FRC reserves the right to verify and evaluate proof of compliance.

C. FRC Shall Determine Instructor Requirements. FRC shall determine the number of instructors, the ratio of instructors to students, and the subject areas of instruction.

D. DISTRICT is Responsible for its Own Personnel. DISTRICT's personnel will perform these services on duty time. DISTRICT personnel performing their services will be employees solely of DISTRICT, subject to the authority of DISTRICT, but will also be subject to the direction of FRC, specifically with regard to their duties pertaining to the Courses described in the related CAs. FRC has the primary right to control and direct such activities.

E. DISTRICT shall ensure that personnel comply with Education Code Sections 87408, 87408.6, and 88021 related to communicable diseases and Education Code Sections 87013 and 88024; Penal Code Sections 11102.2 and 11077.1related to fingerprinting.

F. Orientation Meeting. Instructors shall attend an orientation meeting if scheduled, and FRC shall provide manuals, course outlines, curriculum materials, and testing and grading procedures as necessary.

G. Instructor Agreement with FRC. All instructors who are DISTRICT employees must sign an agreement with FRC which states that FRC shall have the primary right of control over the instructor's activities while the instructor is teaching a course under the terms of this MOU.

H. No Other Assigned Duties. Instructors teaching courses under this MOU shall not have any other assigned duty while course instruction is taking place.

I. Cost of Instruction and Compensation. DISTRICT's personnel will perform these services on duty time. DISTRICT personnel performing their services will be employees solely of DISTRICT. DISTRICT shall be solely responsible for paying all salaries, wages, benefits, and other compensation which its employees or subcontractors may be entitled to receive in connection with performing services under this MOU and any related CA.

11. **Instruction.** The instructional services provided by DISTRICT personnel shall include development of appropriate lectures. The lectures will conform to the approved curriculum and course outlines and recommendations of experienced FRC instructors. Instructional presentations shall incorporate planned practical demonstrations, as may be necessary, and use audiovisual techniques or equipment and vocational equipment.

All instructional presentations, including practical demonstrations and demonstrations of vocational equipment, are subject to the advance approval of FRC.

12. **Facilities.** The parties contemplate that primarily, the facilities of the DISTRICT will be utilized to carry out the goals of this MOU and any related CA, although from time to time FRC facilities may be utilized subject to mutual MOU by the parties as expressed in a related CA. DISTRICT agrees to defend, hold harmless, and indemnify FRC and its governing board, officers, employees, administrators, independent contractors, subcontractors, and other representatives from all damages, losses, or expenses, including litigation costs such as attorney's fees, should a student, instructor, or third party be injured as a result of or connected with the condition of the DISTRICT's premises, in whole or in part. The indemnity shall survive termination of this MOU and is in addition to any other rights or remedies FRC may have under law or otherwise.

13. **Workers' Compensation.** DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective DISTRICT personnel made in connection with performing services and receiving instruction under this MOU or any related CA. DISTRICT agrees to hold harmless, indemnify, and defend FRC from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by DISTRICT personnel connected with providing services under this MOU or any related CA. DISTRICT is not responsible for non-District personnel who may serve as instructors or students who are not affiliated with the DISTRICT. These provisions may not be voided, modified nor waived by a related CA.

14 **Indemnification.**

A. DISTRICT shall defend, hold harmless, and indemnify FRC, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorney fees and costs, including but not limited to consequential damages, death, sickness, or injury to any person(s) or damage to any property arising from or connected with its provision of instruction pursuant to this MOU or any related CA that may arise out of or result from, in whole or in part, the negligent, wrongful, or willful acts or omissions of DISTRICT, its employees, agents,

subcontractors, independent contractors, consultants, or other representatives.

B. FRC shall defend, hold harmless, and indemnify DISTRICT, their governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorney fees and costs, including but not limited to consequential damages, death, sickness, or injury to any person(s) or damage to any property arising from or connected with its performance of its responsibilities hereunder that may arise out of or result from, in whole or in part, the negligent, wrongful, or willful acts or omissions of FRC, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

C. DISTRICT shall have no obligation to defend, hold harmless, or indemnify FRC, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and/or other representatives for their sole negligence or willful misconduct; and FRC shall have no obligation to defend, hold harmless, or indemnify DISTRICT, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and/or other representatives for their sole negligence or willful misconduct.

D. This indemnity shall survive termination of this MOU or any related CA, and is in addition to any other rights or remedies that DISTRICT or FRC may have under law and/or otherwise.

E. These provisions may not be voided, modified nor waived by any related CA.

15. <u>Insurance Requirements</u>.

A. Each party shall obtain, pay for, and maintain in effect during the life of this MOU the following policies of insurance issued by an insurance company rated not less than "A-;V" in Best Insurance Rating Guide and admitted to transact business in California: (1) commercial general liability (including contractual, products, and completed operations coverages, bodily injury, and property damage liability) with single combined limits not less than $1,000,000 per occurrence; (2) commercial automobile liability for "any auto" with combined single limits of liability not less than $1,000,000 per occurrence; (3) professional liability (errors and omissions) with a limit of liability not less than $1,000,000 per occurrence; and (4) workers' compensation insurance as required under state law.

B. Each party's policy(ies) shall contain an endorsement naming the other party as an additional insured insofar as this MOU is concerned, and provide that written notice shall be given to the other party at least 30 days prior to cancellation or material change in the form of the policy or reduction

in coverage. Each party shall furnish the other with a certificate of insurance containing the endorsements required under this section, and each party shall have the right to inspect the other party's original insurance policies upon request. Upon notification of receipt of a notice of cancellation, change, or reduction in a party's coverage, that party shall immediately file with the other party a certified copy of the required new or renewal policy and certificates for such policy.

C. Nothing in this section concerning minimum insurance requirements shall reduce a party's liability or obligations under the indemnification provisions of this MOU.

D. The parties acknowledge that both parties are permissibly self-insured under California law.

E. These provisions may not be voided, modified nor waived by a related CA.

16. **Discrimination and Harassment.** Each party agrees it will not unlawfully discriminate, harass, or allow harassment against any employee or other person because of sex, race, color, ancestry, religious creed, national origin, mental or physical disability (including HIV and AIDS), marital status, or age, and shall comply with all applicable laws pertaining to employment.

17. **Entire Agreement.** This MOU and any related CAs constitute the entire agreement between the parties with regard to the Courses and supersedes any prior or contemporaneous understanding or agreement. No party has been induced to enter into this MOU by, nor is any party relying on, any representation or promise outside those expressly set forth in this MOU and any related CA.

18. **Amendment.** The provisions of this MOU may be modified only by mutual MOU of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.

19. **Waiver.** Unless otherwise precluded by the terms of this MOU, terms or conditions may be waived by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance, or satisfaction of that term or condition as it applies on a subsequent occasion.

20. **Assignment.** Neither party may assign any rights or benefits or delegate any duty under this MOU without written consent of the other party. Any purported assignment without written consent shall be void.

21. **Parties in Interest.** Nothing in this MOU, whether express or implied, is intended to confer any rights or remedies under or by reason of this MOU on any person other than the parties to it and their respective successors and assigns, nor is anything in this MOU intended to relieve or discharge the obligation or liability of

any third person to any party to this MOU, nor shall any provision give any third person any right to subrogation or action against any party to this MOU.

22. **Severability.** If any provision of this MOU is held by an arbitrator or court of competent jurisdiction to be invalid or unenforceable, the remainder of the MOU shall continue in full force and effect and shall in no way be impaired or invalidated.

23. **Notices.** Any notice under this MOU shall be in writing, and any written notice or other document shall be deemed to have been duly given on the date of personal service on the parties or on the second business day after mailing if the document is mailed by registered or certified mail, addressed to the parties at the addresses set forth below, or at the most recent address specified by the addressee through written notice under this provision. Failure to conform to the requirement that mailings be done by registered or certified mail shall not defeat the effectiveness of notice actually received by the addressee.

24. **Authority to Enter Into MOU.** Each party to this MOU represents and warrants that it has the full power and authority to enter into this MOU and to carry out the transactions contemplated by it and that it has taken all action necessary to authorize the execution, delivery, and performance of this MOU.

25. **Status of the Parties.** Neither party is a partner, joint venture, co-principal, employer, or co-employer of the other or of an employee of the other party. DISTRICT shall be solely responsible for paying all salaries, wages, benefits, and other compensation which its employees or subcontractors may be entitled to receive in connection with performing services under this MOU and any related CA. DISTRICT shall be solely responsible for withholding and paying all applicable payroll taxes and contributions, including federal, state, and local income taxes, FICA, FUTA, and state unemployment, workers' compensation, and disability insurance in connection with performing services under this MOU and any related CA.

26. **Retention and Audit of Records.** Each party shall maintain records pertaining to this MOU and related CAs as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

27. **Governing Law and Venue.** This MOU will be governed by and construed in accordance with California law and venue of any action or proceeding in connection with this MOU shall be Plumas County, California.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed the day and year first above written.

AGREED TO AND ACCEPTED:
Feather River College

AGREED TO AND ACCEPTED:
Cabrillo Unified School District

By:_____

Kevin Trutna
President/Superintendent
Feather River College
570 Golden Eagle Ave.
Quincy, CA 95971
(530) 283-0202

By:_____

Jeff Harding, Ed.D.
Interim Superintendent
Cabrillo Unified School District

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Associate Superintendent, Human Resources & Student Services
CATEGORY: Consent/Action
ITEM TITLE: Certificated Personnel Report

BACKGROUND INFORMATION

1. OFFER OF PROBATIONARY EMPLOYMENT FOR 2024-2025

Carrie Cox (Swenson), TOSA, Hatch Elementary School, effective October 15, 2024.

FISCAL ANALYSIS

The financial impact is included in the budget. Teacher on special assignment (TOSA) positions are approved in accordance with the District's Local Control Accountability Plan.

RECOMMENDATION

Staff recommends approval of the November 14, 2024, Certificated Personnel Report as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Associate Superintendent, Human Resources & Student Services
CATEGORY: Consent/Action
ITEM TITLE: Classified Personnel Report

BACKGROUND INFORMATION

1. CHANGE IN ASSIGNMENT

Christine Walker, Library Tech, additional .4 FTE, Farallone View Elementary School, effective October 21, 2024

2. RESIGNED

Sonja Krieger, Administrative Assistant III, Half Moon Bay High School, effective September 27, 2024

Angelica Sencion, Clerical Assistant II, Hatch Elementary School, effective October 25, 2024

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Staff recommends approval of the November 14, 2024, Classified Personnel Report as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Associate Superintendent, Human Resources & Student Services
CATEGORY: Consent/Action
ITEM TITLE: Approval of Revised 2024-25 Salary Schedules

BACKGROUND INFORMATION

Approve corrected 2024-25 Certificated, Cocurricular Salary Schedule, and Management Unrepresented Salary Schedules due to mathematical errors found.

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Staff recommends approval of the 2024-25 Certificated and Cocurricular Salary Schedules.

2024-25 CERTIFICATED SALARY SCHEDULE

Years	A MA or BA + 0 to 59	B MA+15 or BA+60	C MA+30 or BA+75	D MA+45 or BA+90
Step 1	61,528	61,528	62,890	64,997
Step 2	61,528	63,452	65,840	67,938
Step 3	63,452	66,403	68,781	70,878
Step 4	66,403	69,343	71,722	73,820
Step 5	69,343	72,284	74,664	76,760
Step 6	72,284	75,226	77,603	79,700
Step 7	75,226	78,165	80,544	82,641
Step 8	78,165	81,106	83,485	85,374
Step 9	81,106	84,047	86,217	88,521
Step 10	84,047	86,780	89,365	91,463
Step 11	86,780	89,927	92,307	94,404
Step 12	89,927	92,869	95,247	96,356
LONGEVITY				
Step 15		97,289	99,358	99,932
Step 18		101,111	103,070	104,351
Step 21			106,782	108,770
Step 24			108,770	113,189
Step 27			113,211	117,755

CALCULATIONS

1	The 2023-2024 salary schedule shall be initially increased by 6.0% effective July 1, 2023 pursuant to past practice calculations.	
2	An annual stipend will be paid to each teacher for an earned Master's Degree.	$2,690
2	An annual stipend will be paid to each teacher for an earned Doctoral Degree.	$2,690
4	Beginning in the 2005-06 school year, an annual stipend will be paid to each teacher who receives National Board Certification.	$2,690
5	Number of paid days per school year:	185
6	Teachers with valid California teaching credentials will initially be placed on Column A unless additional units are verified for higher placement.	
6	A maximum of eleven (11) years prior credentialed experience shall be allowed for initial salary placement.	
7	Calculated for CUTA Informational Purposes	
8	Pending Board Approval	

On October 10, 2024, the CUSD Governing Board approved a 6.0% salary increase retroactive to July 1, 2023.
November 14, 2024 correction of annual stipends

CABRILLO UNIFIED SCHOOL DISTRICT

COCURRICULAR AND SPECIAL ASSIGNMENT SALARY SCHEDULE - 2024-25

Cocurricular stipend amounts are based on a percentage of salary position A-1 on the CUTA Certificated Salary Schedule

A	A-1	B	C
$602.97	$1,205.94	$1,808.92	$3,014.87
.0098*$61,528.00=$602.97	.0196*$61,528.00=$1,205.94	.0294*$61,528.00=$1,808.92	.049*$61,528.00=$3,014.87
Miscellaneous	Miscellaneous	Miscellaneous	Chair Schedule B
District Committees (8-10 meetings)	District Committees (11-15 meetings)	District Committees (16-20 meetings)	Intermediate Basketball Coach
Intermediate After School Drama		Chair Schedule A	Intermediate Flag Football Coach
Outdoor Education Teacher		Outdoor Education Coordinator	Intermediate Soccer Coach
Leadership*		Intermediate Cross Country Coach	Intermediate Tennis Coach
Board Advisory Committees		Intermediate Track & Field Coach	Intermediate Volleyball Coach
		Intermediate School Dance Coordinator	Intermediate Wrestling Coach
		High School Dance Coordinator	Intermediate Jazz Band
			AVID Site Coordinator
			Intermediate Yearbook Coordinator

D	E	F
$3,617.85	$4,220.82	$4,823.79
.0588*$61,528.00=$3,617.85	.0686*$61,528.00=$4,220.82	.0784*$61,528.00=$4,823.79
Department Heads (6-12 periods)	Department Heads (13-18 periods)	Department Heads (19+ periods)
Frosh-Soph Football Coach	High School Band Coordinator	ASB Activities Advisor
Junior Varsity Football Assistant Coach	High School Golf Coach	Drama/Musical Program Coordinator
	High School Newspaper Coordinator	Athletic Director (At 1.5 of column F)
	High School Yearbook Coordinator	Pep Squad
	High School AVID District Coordinator	FFA (Future Farmers of America)
	Varsity Assistant Football Coach	Varsity Baseball Head Coach
	Varsity Assistant Soccer Coach (M/F)	Varsity Basketball Head Coach (M/F)
	High School Assistant Track Coach	Varsity Cross Country Head Coach
	High School Assistant Wrestling Coach	Varsity Football Head Coach
	Frosh-Soph Baseball Coach	Varsity Gymnastics Head Coach (M/W)
	Frosh-Soph Basketball Coach (M/F)	Varsity Softball Head Coach
	Frosh-Soph Softball Coach	Varsity Swimming Head Coach (M/W)
	Frosh-Soph Volleyball Coach	Varsity Track Head Coach
	JV Soccer Coach	Varsity Volleyball Head Coach
	JV Tennis Coach	Varsity Water Polo Head Coach (M/W)
	JV Wrestling Coach	Varsity Wrestling Head Coach
	High School Strength Coach	Intermediate Department Head (23 periods)
	Intermediate Department Head (7-22 periods)	Intermediate Athletic Director
		Elementary Administrative Delegate

****Based on MOU signed 9/19/07**
Pending Board Approval

On October 10, 2024, the CUSD Governing Board approved a 6.0% salary increase retroactive to July 1, 2023.

Appendix B

CABRILLO UNIFIED SCHOOL DISTRICT

MANAGEMENT/UNREPRESENTED SALARY SCHEDULES

CERTIFICATED ADMINISTRATORS	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Dean of Students	207	$110,177	$112,381	$114,629	$116,921	$119,260	$121,645	$124,078
Elementary Assistant Principal	207	$110,177	$112,381	$114,629	$116,921	$119,260	$121,645	$124,078
Middle School Assistant Principal	210	$119,945	$122,344	$124,791	$127,287	$129,833	$132,429	$135,078
High School Assistant Principal	215	$138,394	$141,161	$143,985	$146,864	$149,802	$152,798	$155,854
Elementary Principal (enrollment of less than 300 students)	207	$130,791	$133,407	$136,075	$138,797	$141,573	$144,404	$147,292
Elementary Principal (enrollment of 300 or more students)	207	$143,353	$146,220	$149,145	$152,128	$155,170	$158,274	$161,439
Middle School Principal	210	$149,587	$152,579	$155,631	$158,743	$161,918	$165,156	$168,459
High School Principal	220	$161,049	$164,270	$167,555	$170,906	$174,325	$177,811	$181,367
Director: *Student Support Services *Alternative Programs *Educational Support Services	220	$162,774	$166,029	$169,350	$172,737	$176,191	$179,715	$183,310
Assistant/Associate/Deputy Superintendent	220	$164,269	$167,555	$170,906	$174,324	$177,810	$181,367	$184,994
Superintendent (The Superintendent's schedule does not reflect the 6% increase applied to other positions on this table. Step increases for the Superintendent are contingent upon a successful annual evaluation by the Board, as specified in the contract.)	242	$241,036	$245,857	$250,774	$255,789	$260,905	$266,123	$271,446

CLASSIFIED ADMINISTRATORS	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Behavior Intervention Specialist	200	$67,926	$69,284	$70,670	$72,083	$73,525	$74,996	$76,496
Behavior Intervention Coordinator	242	$118,067	$120,428	$122,837	$125,294	$127,800	$130,356	$132,963
Custodial Coordinator	242	$67,926	$69,284	$70,670	$72,083	$73,525	$74,996	$76,496
Early Childhood Education Supervisor	242	$76,579	$78,110	$79,672	$81,266	$82,891	$84,549	$86,240
Expanded Learning Supervisor	242	$76,579	$78,110	$79,672	$81,266	$82,891	$84,549	$86,240
Classified Coordinator: *Fiscal	242	$76,579	$78,110	$79,672	$81,266	$82,891	$84,549	$86,240
MOT Supervisor	242	$89,895	$91,693	$93,527	$95,398	$97,306	$99,252	$101,237
Director Maintenance and Operations	225	$122,268	$124,713	$127,207	$129,752	$132,347	$134,994	$137,693
Construction Supervisor	242	$122,268	$124,713	$127,207	$129,752	$132,347	$134,994	$137,693
Director: *Fiscal Services	242	$126,576	$129,107	$131,689	$134,323	$137,010	$139,750	$142,545
Community Engagement, Early Childhood, and Special Programs Coordinator	242	$132,360	$135,007	$137,707	$140,462	$143,271	$146,136	$149,059
Director: *Facilities Development, Planning, and Construction	242	$135,606	$138,318	$141,084	$143,906	$146,784	$149,720	$152,714
Chief Business Officer	220	$165,597	$168,909	$172,288	$175,733	$179,248	$182,833	$186,490

UNREPRESENTED CERTIFICATED EMPLOYEES	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Psychologist	200	$105,517	$107,627	$109,780	$111,975	$114,215	$116,499	$118,829
Specialized Programs Coordinator: *Mental Health *Medical Health	210	$126,344	$128,870	$131,448	$134,077	$136,758	$139,493	$142,283

CONFIDENTIAL EMPLOYEES	WORK DAYS	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7
Personnel Technician	242	$90,124	$91,927	$93,765	$95,641	$97,554	$99,505	$101,495
Superintendent Administrative Assistant	242	$93,558	$95,429	$97,337	$99,284	$101,270	$103,295	$105,361

1)	An annual stipend will be paid to each administrator for an earned Master's Degree.	$2,640
2)	An annual stipend will be paid to each administrator for an earned Doctoral Degree.	$2,640
2)	Beginning in the 2005-06 school year, an annual stipend will be paid to each administrator who receives National Board Certification.	$2,640

On August 8, 2024, the CUSD Governing Board approved a 4.0% salary increase retroactive to July 1, 2023, along with a one-time off-schedule payment of $1,500.
On October 10, 2024, the CUSD Governing Board approved a 6.0% salary increase retroactive to July 1, 2023, replacing the previously approved 4.0% increase.
On November 14, 2024 Annual Stipend corrections

Pending Board Approval

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of Proposition 28: The Arts & Music in Schools Funding Annual Report 2023-24

BACKGROUND INFORMATION

California Education Code (EC) Section 8820(g)(4)—Local Educational Agencies (LEAs) must have this annual report board-approved, submitted to the California Department of Education (CDE), and posted to the LEA's website. The report includes the number of full-time equivalent teachers, classified personnel, and teaching aides, the number of pupils served, and the number of school sites providing arts education programs with AMS funds.

The District reports the following data for the 2023-24 school year:

Full-Time Equivalents for Teachers, Classified Personnel, and Teaching Aides - 0
Number of pupils serviced - 0
Number of sites providing AMS programs - 0

Schools are required to use these funds to hire additional new arts staff and to supplement and enhance their arts education programs. This may include a variety of subjects, including dance, media arts, music, theater, and visual arts. School sites are required to develop an annual school plan for spending their Prop 28 funds, approved by the site Principal, detailing how they will expand arts instruction on each school site.

The Proposition 28 Arts and Music in Schools funding for the 2023-24 fiscal year has not been expended. The program will be implemented in the 2024-25 school year; therefore, no funds have been utilized during the 2023-24 fiscal year.

FISCAL ANALYSIS

Revenue of $383,731 for FY 2023-24, Revenue of $362,073 for FY 2024-25.

RECOMMENDATION

Approve the 2023-2024 Annual Report to the Board for Proposition 28: The Arts and Music in Schools Funding. Unused funds remaining from FY 2023-24 are to be used in FY 2024-25.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of MOU with Cabrillo Unified School District, City of Half Moon Bay, and Boys and Girls Club of the Coastside

BACKGROUND INFORMATION

This MOU establishes the Parties' intent to cooperate and collaborate on certain activities and outlines their responsibilities in connection with the time-limited use of space at 530 Kelly Avenue, Half Moon Bay, for drop-in sports activities. Namely, the CITY intends to provide drop-in sports activities within the Events Center and drop-in pickleball on the adjacent Cunha Middle School tennis courts.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Approve as submitted.

MEMORANDUM OF UNDERSTANDING
Between Cabrillo Unified School District, Boys and Girls Club of the Coastside, and the City of Half Moon Bay
Regarding Time-Limited Use of Certain Space at 530 Kelly Avenue, Half Moon Bay, CA 94019

This Memorandum of Understanding ("MOU") is made and entered into as of the Effective Date by and between the Cabrillo Unified School District (CUSD), the Boys and Girls Club of the Coastside (BGCC) and the City of Half Moon Bay ("CITY") for the purpose of providing time-limited use of the CUSD/BGCC Event Center (Event Center) and Cunha Middle School Outdoor Tennis Courts located at Kelly Avenue, Half Moon Bay, CA 94019.

Recitals

WHEREAS, Cunha Middle School and the Event Center are CUSD facilities; and

WHEREAS, the BGCC provided funding, constructed, and operates the Event Center under a separate agreement with CUSD; and

WHEREAS, the CITY operates a recreation program which is focused on the Coastside, but available to all; and

WHEREAS, the MOU will at times reference Parties which shall refer to CUSD, BGCC, and CITY; and

WHEREAS, the Parties acknowledge that the City programming serves to engage and encourage community members through exercise and recreational activity; and

WHEREAS, the Parties also acknowledge the benefit of programming which fosters a positive environment by promoting communication, fair play, and the acceptance and inclusion of everyone.

NOW THEREFORE, the Parties wish to set forth the terms and understanding between them with respect to the time-limited use of space at 530 Kelly Avenue.

Terms

1. **Purpose.** The purpose of this MOU is to establish the Parties' intent to cooperate and collaborate on certain activities and outline their responsibilities in connection with the time-limited use of space at 530 Kelly Avenue for drop-in sports activities. Namely, the CITY intends to provide drop-in sports activities within the Events Center and drop-in pickleball on the adjacent Cunha Middle School tennis courts.

2. **Term.** This MOU is effective upon the Effective Date and shall remain in effect until December 31, 2025, unless modified by written amendment executed by the Parties.

3. **Use Term**. The City intends to program the space(s) from January 2, 2025, through November 30, 2025.

4. **Availability of Space(s).** The space(s) will be available to the City each Sunday from 11:30 a.m. until 4:30 p.m. except as otherwise mutually agreed to by BGCC and the City. In the event that BGCC or CUSD needs access to the facility for an event not previously calendared, and it is required for CITY use to be canceled, BGCC and/or CUSD will give the CITY a 2-week notice of cancellation. In the event that the CITY needs to cancel a day of use, CITY will give the BGCC and CUSD a 2-week notice of cancellation.

5. **Liability Insurance.** The City will provide evidence of a current Certificate of Insurance listing BGCC and CUSD as Additional Covered Parties for specified use days for the duration of the MOU. CITY will ensure that all participants sign a Waiver & Release of Liability, which will release CITY, BGCC, and CUSD of any liabilities prior to program participation. CITY will ensure that all approved volunteers sign the CITY Volunteer Waiver Application. In addition, they will be covered through the Certificate of Insurance held by CITY.

6. **Responsibilities.**

   a. City agrees as follows:

      i. No restroom access will be provided at the Events Center
      ii. CITY understands that no food or drinks are allowed
      iii. Bleachers will remain closed during use
      iv. CITY staff and volunteers will be responsible for opening and generally supervising facilities
      v. CITY staff must complete orientation before their first shift
      vi. CITY will provide its own sports balls and equipment (Basketball, Volleyball, Pickleball, etc.)
      vii. No storage of City supplies or equipment will be permitted
      viii. CITY will be responsible for payment of custodial services needed upon completion of each day of use
      ix. Any equipment and supplies used must be removed upon completion of each day's activities
      x. The City agrees to provide a one-time payment of $5,500 ($500 per month) by January 15, 2025 to BGCC for use of the facility.
      xi. City agrees to pay BGCC for custodial services at the rate of $35.00 per hour; where the City's use precedes a CUSD/BGCC event, the City's custodial costs will be reduced by 50 percent. Payment will be made within 30 days of receipt of an invoice from BGCC.
      xii. City agrees to maintain liability insurance coverage as noted in Section 5.

   b. BGCC agrees as follows:

      i. Train City staff on facility opening and closing duties and expectations
      ii. Provide training on:
         1. Automated basketball goal operations
         2. Volleyball equipment set-up and removal (Setup and removal of volleyball equipment requires at least two (2) trained City personnel on a Sunday
      iii. Provide a means to access lights, basketball goal mechanical equipment, as well as volleyball equipment and supplies

   c. CUSD agrees as follows:

      i. Provide an electronic keycard or other means to access the Boys & Girls Club Event Center during the rental period
      ii. Provide a means to access the Cunha Middle School Outdoor Tennis Courts

   d. Parties agree that any monies collected by the City for the programming will be wholly the City's.

7. **Amendments.** Any of the Parties may request changes to this MOU. Any changes, modifications, revisions, or amendments to this MOU which are mutually agreed upon by and between the Parties to this MOU shall be incorporated by written instrument and effective when executed and signed by all Parties to this MOU.

8. **Complete Agreement.** This MOU represents the entire, integrated MOU between the Parties regarding the subject matter hereof and supersedes all prior negotiations, representations, and agreements, whether written or oral.

9. **Conflict of Interest.** Each of the Parties shall avoid all conflicts of interest in the performance of this MOU and shall immediately notify the other Parties should a conflict of interest arise that would prohibit or impair its ability to perform under this MOU.

10. **Non-Discrimination.** The Parties will not discriminate, in any way, against any person based on sex, pregnancy, childbirth or related medical conditions, race, veteran status, religion, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, gender (including gender identity and gender perception), sexual orientation, use of family medical leave, genetic testing, or any other basis protected by federal or state law. This policy shall apply to all employment practices.

11. **Signatures**. In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the dates set out below and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein. This MOU may be executed by a Party's signature transmitted by facsimile or electronically, and copies of this MOU executed and delivered by such means shall have the same force and effect as copies hereof executed and delivered with original signatures. This MOU may be executed in counterparts, all of which will constitute one MOU. A copy or original of this document with all signature pages appended together will be deemed a fully executed, original MOU.

12. **Effective Date**. This MOU shall be effective upon execution of the Parties and approval by their respective governing bodies (the "**Effective Date**").

CABRILLO UNIFIED SCHOOL DISTRICT,

By_____ Date: _____
Jennifer Marsh
Chief Business Official

CITY OF HALF MOON BAY,

By_____ Date_____
Matthew Chidester
City Manager

BOYS AND GIRLS CLUB OF THE COASTSIDE,

By_____Date:_____
Jill Jacobson
Executive Director

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Information
ITEM TITLE: CUSD Enrollment Report

BACKGROUND INFORMATION

School district funding is directly related to the number and type of students each district serves. Under the Local Control Funding Formula (LCFF) funding mechanism, funding targets are based on student characteristics and overall enrollment. The LCFF funding targets consist of grade span-specific base grants plus supplemental and concentration grants calculated based on student demographic factors. The chart presented depicts the CUSD enrollment and is provided for information purposes only.

FISCAL ANALYSIS

Enrollment data is entered into the LCFF calculator for funding purposes.

RECOMMENDATION

Receive the CUSD Enrollment Report as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT
2024-2025 SCHOOL YEAR
ENROLLMENT REPORT

School Month No. **2** **Date:** **10/4/2024**

Grade	El Granada	Farallone View	Hatch	Kings Mountain	Cunha	Half Moon Bay High	Pilarcitos	Home & Independent Study	TOTALS
TK	34	24	48	7	-	-	-	0	113
K	48	21	66	6	-	-	-	0	141
1	57	25	95	11	-	-	-	0	188
2	50	25	96	8	-	-	-	0	179
3	41	23	85	9	-	-	-	0	158
4	51	30	86	2	-	-	-	0	169
5	47	22	79	3	-	-	-	0	151
6	-		-	-	172	-	-	1	173
7	-	-	-	-	161	-	-	0	161
8	-	-	-	-	191	-	-	0	191
9	-	-	-	-	-	218	0	0	218
10	-	-	-	-	-	204	3	1	208
11	-	-	-	-	-	244	10	2	256
12	-	-	-	-	-	231	24	2	257
TOTAL ENROLLMENT	**328**	**170**	**555**	**46**	**524**	**897**	**37**	**6**	**2563**
Total Enrollment as of 10/06/23	335	157	541	42	542	994	35	9	2655
Difference between 10/6/23 Total Enrollment and 10/4/24 Total Enrollment	**-7**	**13**	**14**	**4**	**-18**	**-97**	**2**	**-3**	**-92**
Total Enrollment as of 9/06/24	329	171	555	45	524	898	35	6	2563
Difference between 9/06/24 Total Enrollment and 10/4/24 Total Enrollment	**-1**	**-1**	**0**	**1**	**0**	**-1**	**2**	**0**	**0**

CABRILLO UNIFIED SCHOOL DISTRICT
2024-2025 SCHOOL YEAR
ENROLLMENT REPORT

School Month No. **3** **Date:** **11/1/2024**

Grade	El Granada	Farallone View	Hatch	Kings Mountain	Cunha	Half Moon Bay High	Pilarcitos	Home & Independent Study	TOTALS
TK	33	24	47	7	-	-	-	0	111
K	49	21	66	6	-	-	-	0	142
1	57	25	93	11	-	-	-	0	186
2	50	25	96	8	-	-	-	0	179
3	41	23	85	9	-	-	-	0	158
4	51	30	86	2	-	-	-	0	169
5	47	22	78	3	-	-	-	0	150
6	-		-	-	172	-	-	1	173
7	-	-	-	-	160	-	-	0	160
8	-	-	-	-	191	-	-	0	191
9	-	-	-	-	-	217	0	2	219
10	-	-	-	-	-	204	3	2	209
11	-	-	-	-	-	244	10	6	260
12	-	-	-	-	-	229	24	6	259
TOTAL ENROLLMENT	**328**	**170**	**551**	**46**	**523**	**894**	**37**	**17**	**2566**
Total Enrollment as of 11/03/23	340	157	546	43	543	992	36	10	2667
Difference between 11/3/23 Total Enrollment and 11/1/24 Total Enrollment	**-12**	**13**	**5**	**3**	**-20**	**-98**	**1**	**7**	**-101**
Total Enrollment as of 10/4/24	328	170	555	46	524	897	37	6	2563
Difference between 10/4/24 Total Enrollment and 11/1/24 Total Enrollment	**0**	**0**	**-4**	**0**	**-1**	**-3**	**0**	**11**	**3**

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of Donations to Cabrillo Unified School District

BACKGROUND INFORMATION

The Governing Board routinely reviews the monthly donation reports.

REPORT/PROPOSAL

Pursuant to Governing Board Policy 3290, the Governing Board is to accept donations on behalf of the district or any school in the district.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Approve as submitted.

November 14, 2024 Board Meeting
Summary Site Donations

Site	Items	Donor	Amount	Site Total Donations
HMBHS	Money for the Special Day Class	Kathy Tyson	$20	
HMBHS	Money for the Special Day Class	Helen Luis	$25	
HMBHS	Money for the Special Day Class	Bill & Jody Cook	$100	
HMBHS	Money for the Special Day Class	Scott & Karen Holmes	$100	
Pilarcitos High School	Pumpkin Donation	Bob's Pumpkin Farm	$500	
				$745

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of Warrant Register Report Processed from October 1, 2024 to October 31, 2024

BACKGROUND INFORMATION

In alignment with Education Code 52631, Cabrillo USD presents all payments from the CUSD funds on forms prescribed by the San Mateo County Superintendent of Schools (Financial 2000). Staff hereby presents to the CUSD Board the warrants processed from October 1, 2024, to October 31, 2024.

FISCAL ANALYSIS

The register of warrants processed by CUSD indicates all CUSD financial activity.

RECOMMENDATION

Approve as submitted.

ACCOUNTS PAYABLE WARRANT/EFT REPORT

Report Cover Sheet

General Settings

Report Name	ACCOUNTS PAYABLE WARRANT/EFT REPORT
Printed	10/31/2024 12:37:29 PM
District	41
Logon	MarshJ
Fiscal Year	2025

Sorting

Sort By	Vendor Number

Filters

Payment Type	District
Form of Payment	ALL
From Date Paid	10/01/2024
To Date Paid	10/31/2024
Year	2025
District	41

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-980639	000061-01 DANNIS WOLIVER K	10/24/2024	27,355.13	PV250304-001	2,407.50	01-0000-0-0000-7400-5810-750	#1675-SEPT24
			27,355.13	PV250304-001	19,525.63	01-0000-0-0000-7111-5810-750	#1675-SEPT24
			27,355.13	PV250304-001	1,349.00	01-0000-0-0000-7112-5810-750	#1675-SEPT24
			27,355.13	PV250304-001	2,170.00	01-0000-0-0000-7300-5810-720	#1675-SEPT24
			27,355.13	PV250304-001	1,699.00	21-9711-0-9006-8500-5810-000	#1675-SEPT24
			27,355.13	PV250304-001	102.00	01-0000-0-0000-7300-5810-720	#1675-SEPT24
			27,355.13	PV250304-001	102.00	01-0000-0-0000-7300-5810-720	#1675-SEPT24
W-974757	000105-03 REPUBLIC SERVICE	10/01/2024	1,646.86	PO250265-012	1,010.16	01-0000-0-0000-8205-5504-720	0925-001687494
			1,646.86	PO250265-012	86.06	01-0000-0-0000-8205-5504-105	0925-001687494
			1,646.86	PO250265-012	550.64	01-0000-0-0000-8205-5504-211	0925-001687494
W-982244	000105-04 BFI OF CA OX MTN	10/29/2024	156.19	PO250260-002	156.19	01-0000-0-0000-8205-5504-720	4227-000069348
W-977177	000105-05 REPUBLIC SERVICE	10/10/2024	2,814.17	PO250265-014	1,355.28	01-0000-0-0000-8205-5504-107	0925001688170
			2,814.17	PO250194-003	474.63	01-0000-0-0000-8205-5504-331	0925-001688167
			2,814.17	PO250194-004	474.63	01-0000-0-0000-8205-5504-211	0925-001688195
			2,814.17	PO250194-005	509.63	01-0000-0-0000-8205-5504-105	0925-001688325
W-980614	000105-05 REPUBLIC SERVICE	10/24/2024	1,771.25	PO250265-016	549.92	01-0000-0-0000-8205-5504-720	0925-001688408
			1,771.25	PO250265-016	86.06	01-0000-0-0000-8205-5504-105	0925-001688408
			1,771.25	PO250265-016	525.33	01-0000-0-0000-8205-5504-211	0925-001688408
			1,771.25	PO250265-016	609.94	01-0000-0-0000-8205-5504-331	0925-001688408
W-976343	000128-01 FOLLETT CONTENT	10/08/2024	2,094.33	PO250414-001	2,094.33	01-0111-0-1110-1000-4200-105-0201	444736
W-982275	000128-01 FOLLETT CONTENT	10/29/2024	498.78	PO250414-002	498.78	01-0111-0-1110-1000-4200-105-0201	444736A
W-978636	000138-04 CENGAGE LEARNING	10/17/2024	29,176.12	PO250354-001	4,620.00	01-6300-0-1110-1000-4100-740	85167831
			29,176.12	PO250354-002	23,085.30	01-6300-0-1110-1000-4100-740	85177405

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			29,176.12	PO250355-001	1,470.82	01-4203-0-1110-1000-4300-740	85190025
W-978649	000194-01 COASTSIDE COUNTY	10/17/2024	21,253.64	PO250079-003	923.43	01-0000-0-0000-8205-5503-720	SEPTEMBER 2024
			21,253.64	PO250079-003	2,265.02	01-0000-0-0000-8205-5503-211	SEPTEMBER 2024
			21,253.64	PO250079-003	12,465.47	01-0000-0-0000-8205-5503-331	SEPTEMBER 2024
			21,253.64	PO250079-003	1,764.15	01-0000-0-0000-8205-5503-101	SEPTEMBER 2024
			21,253.64	PO250079-003	3,835.57	01-0000-0-0000-8205-5503-105	SEPTEMBER 2024
W-976338	000295-01 ALBERTSONS | SAF	10/08/2024	281.41	PV250206-001	14.97	01-2600-0-0000-2490-4300-000	436431-090524-03
			281.41	PO250347-003	29.72	01-6010-0-1110-4000-4300-101	665012-082724-03
			281.41	PV250198-001	109.66	01-6266-0-1420-2140-4300-740	803289-081324-03
			281.41	PV250199-001	35.26	01-0000-0-0000-7400-4300-750	432015-080824-03
			281.41	PO250347-001	32.40	01-6010-0-1110-4000-4300-101	435967-090324-28
			281.41	PO250347-002	59.40	01-6010-0-1110-4000-4300-101	664976-082724-03
W-976354	000295-01 ALBERTSONS | SAF	10/08/2024	33.98	PV250200-001	33.98	01-0000-0-0000-7150-4300-710	804098-082224-03
W-978032	000295-01 ALBERTSONS | SAF	10/15/2024	39.56	PV250267-001	35.57	13-5310-0-0000-3700-4712-331	724667-092324-03
			39.56	PV250268-001	3.99	13-5310-0-0000-3700-4712-331	729497-100324-00
W-979602	000295-01 ALBERTSONS | SAF	10/22/2024	257.64	PO250060-008	56.86	01-2600-0-0000-2490-4300-000	439462A-092424-0
			257.64	PO250060-009	79.82	01-2600-0-0000-2490-4300-000	805380A-092424-0
			257.64	PO250060-010	120.96	01-2600-0-0000-2490-4300-000	49373A-092424-03
W-980631	000295-01 ALBERTSONS | SAF	10/24/2024	218.51	PO250347-004	164.68	01-6010-0-1110-4000-4300-101	808613-0914824-0
			218.51	PO250347-005	11.46	01-6010-0-1110-4000-4300-101	802006-091724-03
			218.51	PO250347-006	22.72	01-6010-0-1110-4000-4300-101	807247-091024-03
			218.51	PO250347-008	19.65	01-6010-0-1110-4000-4300-101	723077-091924-03
W-980635	000295-01 ALBERTSONS | SAF	10/24/2024	63.88	PO250347-007	63.88	01-6010-0-1110-4000-4300-101	803421-092024-03

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-982225	000295-01 ALBERTSONS | SAF	10/29/2024	42.01	PV250317-001	42.01	01-6266-0-1110-1000-4300-710	4368673-091824-0
W-975300	000349-06 SCHOLASTIC	10/03/2024	8,371.08	PO250012-001	4,056.30	01-0111-0-1110-1000-4300-740-0102	M7522421
			8,371.08	PO250013-001	1,255.39	01-0111-0-1110-1000-4300-740-0102	M7522424
			8,371.08	PO250015-001	455.13	01-0111-0-1110-1000-4300-740-0102	M7522423
			8,371.08	PO250014-001	2,604.26	01-0111-0-1110-1000-4300-740-0102	M7522425
W-974734	000367-02 JOSTENS	10/01/2024	458.17	PV250188-001	265.18	01-0420-0-3350-1000-4300-420	34482288
			458.17	PV250189-001	192.99	01-0420-0-3350-1000-4300-420	34453849
W-974736	000380-01 ODP BUSINESS SOL	10/01/2024	126.69	PO250310-001	53.16	01-0000-0-0000-7150-4300-710	375908375001
			126.69	PO250310-002	73.53	01-0000-0-0000-7150-4300-710	376721024001
W-974755	000380-01 ODP BUSINESS SOL	10/01/2024	21.78	PO250310-003	21.78	01-0000-0-0000-7150-4300-710	376721143001
W-978631	000380-01 ODP BUSINESS SOL	10/17/2024	457.59	PO250081-004	166.73	01-0000-0-0000-7300-4300-720	387670361001
			457.59	PO250520-001	290.86	11-6391-0-4110-1000-4300-561	385476363001
W-978637	000380-01 ODP BUSINESS SOL	10/17/2024	90.56	PO250081-005	90.56	01-0000-0-0000-7300-4300-720	387854343001
W-982235	000380-01 ODP BUSINESS SOL	10/29/2024	228.05	PO250584-001	245.11	01-0107-0-1210-2700-4300-107	383428330001
			228.05	PO250584-003	(17.06)	01-0107-0-1210-2700-4300-107	383693323001
W-982248	000380-01 ODP BUSINESS SOL	10/29/2024	5.25	PO250584-002	5.25	01-0107-0-1210-2700-4300-107	383450549001
W-980626	000499-03 NASCO	10/24/2024	394.48	PV250293-001	35.27	01-9354-0-1110-1000-4300-556	602406
			394.48	PV250294-001	56.62	01-9354-0-1110-1000-4300-556	602407
			394.48	PV250295-001	18.18	01-9354-0-1110-1000-4300-556	602408
			394.48	PV250296-001	136.39	01-9354-0-1110-1000-4300-556	602409
			394.48	PV250297-001	106.99	01-9354-0-1110-1000-4300-556	614883
			394.48	PV250298-001	41.03	01-9354-0-1110-1000-4300-556	614884
W-974737	000550-01 PACIFIC GAS AND	10/01/2024	19,936.77	PO250078-004	748.65	01-0000-0-0000-8205-5502-720	0130358105-0_091

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			19,936.77	PO250078-004	5,751.33	01-0000-0-0000-8205-5502-101	0130358105-0_091
			19,936.77	PO250078-004	4,978.29	01-0000-0-0000-8205-5502-103	0130358105-0_091
			19,936.77	PO250078-004	2,481.16	01-0000-0-0000-8205-5502-105	0130358105-0_091
			19,936.77	PO250078-004	1,204.30	01-0000-0-0000-8205-5502-107	0130358105-0_091
			19,936.77	PO250078-004	816.55	01-0000-0-0000-8205-5502-211	0130358105-0_091
			19,936.77	PO250078-004	2,520.54	01-0000-0-0000-8205-5502-331	0130358105-0_091
			19,936.77	PO250078-004	1,435.95	01-0000-0-8120-8120-5502-331	0130358105-0_091
W-978654	000550-01 PACIFIC GAS AND	10/17/2024	838.83	PO250078-005	838.83	01-0000-0-0000-8205-5502-601	5189451218-8_100
W-982231	000748-01 FEDEX	10/29/2024	120.34	PO250031-001	42.12	01-0000-0-0000-7300-5903-720	8-641-00105
			120.34	PO250031-002	78.22	01-0000-0-0000-7300-5903-720	8-648-06166
W-976361	000749-01 SEGURA, ROSALVA	10/08/2024	40.00	PV250197-001	40.00	01-6331-0-0000-2495-4300-105	REIMB_SEPT2024
W-979615	000749-01 SEGURA, ROSALVA	10/22/2024	109.86	PV250288-001	109.86	01-2600-0-0000-2490-4300-000	REIMB_10092024
W-978653	000901-01 LAKESHORE LEARNI	10/17/2024	90.76	PO250357-001	90.76	01-9542-0-1110-1000-4300-103	116842091924
W-982252	001026-04 SCHOOL SPECIALTY	10/29/2024	7,598.57	PO250181-001	1,572.17	01-6300-0-1110-1000-4100-740	308104558062
			7,598.57	PO250051-001	3,173.77	01-6300-0-1110-1000-4100-740	208134470868
			7,598.57	PO250266-002	379.86	01-6300-0-1110-1000-4100-740	208134538452
			7,598.57	PO250180-001	2,472.77	01-6300-0-1110-1000-4100-740	308104558061
W-982277	001026-04 SCHOOL SPECIALTY	10/29/2024	323.09	PO250542-001	323.09	01-0211-0-1310-1000-4300-211	208135070524
W-978664	001216-01 LINDE GAS & EQUI	10/17/2024	67.80	PO250535-001	67.80	01-0331-0-1337-1000-4300-331	44102276
W-979611	001216-01 LINDE GAS & EQUI	10/22/2024	69.73	PO250535-002	69.73	01-0331-0-1337-1000-4300-331	44696798
W-982233	001216-01 LINDE GAS & EQUI	10/29/2024	67.80	PO250535-003	67.80	01-0331-0-1337-1000-4300-331	45821961
W-980605	002112-01 CA DEPT OF TAX &	10/24/2024	42.00	PV250314-001	42.00	01-9723-0-0000-3600-4300-788	057-415036, 0930
W-977184	002671-01 ANDREINI BROS IN	10/10/2024	3,981.63	PO250513-001	3,981.63	01-8150-0-0000-8110-5603-780	6634

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-982272	002863-01 UNITED STATES PO	10/29/2024	3,000.00	PO250282-001	3,000.00	01-0000-0-0000-7300-5903-720	PERMIT#3
W-982279	002863-01 UNITED STATES PO	10/29/2024	1,500.00	PO250282-002	1,500.00	01-0000-0-0000-7300-5903-720	PERMIT#13
W-982229	003141-02 BLICK ART MATERI	10/29/2024	2,669.84	PO250388-001	1,972.03	01-0111-0-1110-2490-4300-331-503	3802508
			2,669.84	PO250388-002	697.81	01-0111-0-1110-2490-4300-331-503	3849231
W-982268	003580-01 EMPLOYMENT DEVEL	10/29/2024	2,846.05	PV250324-001	2,846.05	01-0000-0-0000-0000-9565-000	942-4605-5
W-977178	004143-02 RICOH USA INC	10/10/2024	581.81	PO250264-007	37.92	01-0000-0-0000-7300-5601-720	9032781031
			581.81	PO250257-006	543.89	01-0000-0-0000-7300-4300-720	5070219943
W-979614	004143-02 RICOH USA INC	10/22/2024	7,196.30	PO250257-007	321.11	01-0000-0-0000-7300-4300-720	5070248816
			7,196.30	PO250257-008	6,875.19	01-0000-0-0000-7300-4300-720	5070248814
W-980615	004143-02 RICOH USA INC	10/24/2024	745.34	PO250264-008	745.34	01-0000-0-0000-7300-5601-720	9032798108
W-976337	004143-03 RICOH AMERICAS C	10/08/2024	13,811.07	PO250255-001	13,811.07	01-0000-0-0000-7300-5601-720	537588188
W-982251	004143-03 RICOH AMERICAS C	10/29/2024	13,811.07	PO250255-002	13,811.07	01-0000-0-0000-7300-5601-720	539715995
W-975301	004484-01 SERVICE UNLIMITE	10/03/2024	1,055.75	PO250403-001	1,055.75	21-9711-0-9645-8520-5800-103	33741
W-975312	004484-01 SERVICE UNLIMITE	10/03/2024	1,363.75	PO250135-001	1,363.75	01-8150-0-0000-8110-5603-780	33740
W-982224	004634-02 ACSA	10/29/2024	13,647.43	PO250539-001	13,647.43	01-6266-0-1110-2140-5300-740	CABRILLO.2425
W-974750	004891-01 ORKIN EXTERMINAT	10/01/2024	155.99	PO250215-003	155.99	13-5310-0-0000-8205-5504-331	267956549
W-974719	004981-01 STRAW HAT PIZZA	10/01/2024	509.66	PO250228-004	59.96	13-5310-0-0000-3700-4710-335	14954
			509.66	PO250228-005	449.70	13-5310-0-0000-3700-4710-331	14955
W-974721	004981-01 STRAW HAT PIZZA	10/01/2024	59.96	PO250228-003	59.96	13-5310-0-0000-3700-4710-335	14953
W-976352	004981-01 STRAW HAT PIZZA	10/08/2024	509.66	PO250228-006	59.96	13-5310-0-0000-3700-4710-335	14956
			509.66	PO250228-007	449.70	13-5310-0-0000-3700-4710-331	14957
W-978036	004981-01 STRAW HAT PIZZA	10/15/2024	59.96	PO250228-008	59.96	13-5310-0-0000-3700-4710-335	14958
W-978039	004981-01 STRAW HAT PIZZA	10/15/2024	449.70	PO250228-009	449.70	13-5310-0-0000-3700-4710-331	14959

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-979599	004981-01 STRAW HAT PIZZA	10/22/2024	59.96	PO250228-010	59.96	13-5310-0-0000-3700-4710-335	14960
W-979600	004981-01 STRAW HAT PIZZA	10/22/2024	479.68	PO250228-011	479.68	13-5310-0-0000-3700-4710-331	14961
W-982239	004981-01 STRAW HAT PIZZA	10/29/2024	59.96	PO250228-012	59.96	13-5310-0-0000-3700-4710-335	14963
W-982241	004981-01 STRAW HAT PIZZA	10/29/2024	479.68	PO250228-013	479.68	13-5310-0-0000-3700-4710-331	14964
W-977181	005037-01 TK ELEVATOR CORP	10/10/2024	1,719.39	PO250098-003	1,719.39	01-8150-0-0000-8110-5603-780	3008152074
W-977189	005037-02 TK ELEVATOR CORP	10/10/2024	1,272.00	PO250095-002	1,272.00	01-8150-0-0000-8110-5603-780	3008152222
W-980617	005061-01 SULLIVAN, JACKIE	10/24/2024	61.90	PO250571-001	61.90	01-0000-0-0000-7111-4300-750	REIMB_09242024
W-974741	005163-01 SYSCO FOOD SERVI	10/01/2024	1,568.18	PO250465-002	760.99	01-2600-0-0000-2490-4300-000	650816276
			1,568.18	PO250465-003	807.19	01-2600-0-0000-2490-4300-000	650847186
W-974751	005163-01 SYSCO FOOD SERVI	10/01/2024	977.73	PO250245-011	310.08	13-5310-0-0000-3700-4712-211	650847184
			977.73	PO250245-012	478.85	13-5310-0-0000-3700-4712-331	650847183
			977.73	PO250245-012	182.06	13-5310-0-0000-3700-4710-331	650847183
			977.73	PO250245-012	6.74	13-5310-0-0000-3700-4790-331	650847183
W-974759	005163-01 SYSCO FOOD SERVI	10/01/2024	912.08	PO250465-001	912.08	01-2600-0-0000-2490-4300-000	650801388
W-978040	005163-01 SYSCO FOOD SERVI	10/15/2024	2,451.86	PO250245-013	541.88	13-5310-0-0000-3700-4712-331	65087174
			2,451.86	PO250245-013	259.04	13-5310-0-0000-3700-4710-331	65087174
			2,451.86	PO250245-013	435.95	13-5310-0-0000-3700-4790-331	65087174
			2,451.86	PO250245-014	521.00	13-5310-0-0000-3700-4790-331	650866100
			2,451.86	PO250245-015	693.99	13-5310-0-0000-3700-4712-211	650871475
W-979601	005163-01 SYSCO FOOD SERVI	10/22/2024	823.53	PO250245-016	346.56	13-5310-0-0000-3700-4712-331	650881480
			823.53	PO250245-016	272.26	13-5310-0-0000-3700-4710-331	650881480
			823.53	PO250245-016	44.37	13-5310-0-0000-3700-4790-331	650881480
			823.53	PO250245-016	160.34	13-5310-0-0000-3700-4300-331	650881480

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-980607	005163-01 SYSCO FOOD SERVI	10/24/2024	1,391.08	PO250245-017	728.05	13-5310-0-0000-3700-4712-211	650897136
			1,391.08	PO250245-018	298.71	13-5310-0-0000-3700-4712-331	650897134
			1,391.08	PO250245-018	364.32	13-5310-0-0000-3700-4710-331	650897134
W-982253	005163-01 SYSCO FOOD SERVI	10/29/2024	962.76	PO250465-004	962.76	01-2600-0-0000-2490-4300-000	650897138_6
W-982264	005163-01 SYSCO FOOD SERVI	10/29/2024	792.41	PO250245-019	502.43	13-5310-0-0000-3700-4712-331	650912682
			792.41	PO250245-019	114.30	13-5310-0-0000-3700-4710-331	650912682
			792.41	PO250245-019	49.90	13-5310-0-0000-3700-4790-331	650912682
			792.41	PO250245-019	125.78	13-5310-0-0000-3700-4300-331	650912682
W-978667	005383-04 SANTA CLARA CO O	10/17/2024	100.00	PO250550-001	100.00	01-6266-0-1110-1000-5200-105	250414
W-979607	005476-04 MCGRAW HILL SCHO	10/22/2024	3,228.75	PO250416-001	3,228.75	01-6300-0-1110-1000-4100-740	134451441001
W-982247	005476-04 MCGRAW HILL SCHO	10/29/2024	17,441.09	PO250416-002	17,441.09	01-6300-0-1110-1000-4100-740	134448788001
W-975296	005664-02 CDW GOVERNMENT	10/03/2024	10,231.50	PO250470-001	10,231.50	01-0000-0-0000-2421-4300-790	ZR00542253
W-978628	005779-01 HD SUPPLY	10/17/2024	1,201.05	PO250136-006	278.80	01-8150-0-0000-8110-4300-780	825686348
			1,201.05	PO250136-007	316.97	01-8150-0-0000-8110-4300-780	827126905
			1,201.05	PO250136-008	161.98	01-8150-0-0000-8110-4300-780	827249814
			1,201.05	PO250136-009	443.30	01-8150-0-0000-8110-4300-780	829161751
W-978651	005779-01 HD SUPPLY	10/17/2024	590.73	PO250136-010	590.73	01-8150-0-0000-8110-4300-780	829481514
W-975305	005837-01 BIG CREEK LUMBER	10/03/2024	187.22	PO250134-012	187.22	01-8150-0-0000-8110-4300-780	2264030
W-974731	005837-03 BIG CREEK LUMBER	10/01/2024	66.79	PO250134-011	66.79	01-8150-0-0000-8110-4300-780	2260453
W-978635	005837-03 BIG CREEK LUMBER	10/17/2024	162.57	PO250134-013	162.57	01-8150-0-0000-8110-4300-780	2270952
W-979603	005837-03 BIG CREEK LUMBER	10/22/2024	110.99	PO250134-014	110.99	01-8150-0-0000-8110-4300-780	2277775
W-979594	006312-03 COUNTY OF SAN MA	10/22/2024	5,855.00	PV250276-001	5,855.00	01-0000-0-0000-7400-5810-750	4539
W-982267	006312-03 COUNTY OF SAN MA	10/29/2024	6,765.00	PV250318-001	6,765.00	01-0000-0-0000-7400-5810-750	4566

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-975303	006785-01 SOUTHPAW ENTERPR	10/03/2024	165.30	PO250248-001	165.30	01-6500-0-5750-2100-4300-730	0554646
W-974735	006797-01 MONTARA SANITARY	10/01/2024	284.00	PV250191-001	284.00	01-8150-0-0000-8110-5603-780	2039
W-982234	006797-01 MONTARA SANITARY	10/29/2024	1,752.34	PO250084-003	1,743.08	01-0000-0-0000-8205-5503-103	84-0347-0_100324
			1,752.34	PO250084-004	9.26	01-0000-0-0000-8205-5503-103	84-4080A-0_10032
W-978641	006807-01 GRAPHICWORKS	10/17/2024	288.19	PO250526-001	288.19	12-6105-0-0001-1000-4300-100	05-16823
W-980624	006807-01 GRAPHICWORKS	10/24/2024	1,967.29	PO250543-001	1,967.29	01-9547-0-1343-1000-4300-211	05-16808
W-976341	006959-01 EWING	10/08/2024	580.28	PO250234-001	580.28	01-0000-0-0000-8220-4300-785	23353871
W-982276	007358-01 SACRAMENTO CO OF	10/29/2024	2,085.00	PO250363-001	2,085.00	11-6391-0-4110-2700-5200-561	251092
W-980608	007418-01 BARNES, JAMES	10/24/2024	34.96	PO250573-001	34.96	01-0000-0-0000-7111-4300-750	REIMB_09052024
W-978627	007419-03 CLARK PEST CONTR	10/17/2024	220.00	PO250037-004	220.00	01-8150-0-0000-8110-5800-780	36319328
W-980604	007426-01 BOYS & GIRLS CLU	10/24/2024	6,976.62	PV250305-001	596.62	01-8150-0-0000-8110-5603-780	BGCC2024198
			6,976.62	PV250306-001	4,700.00	01-8150-0-0000-8110-5603-780	BGCC2024199
			6,976.62	PV250307-001	1,680.00	01-8150-0-0000-8110-5603-780	BGCC2024200
W-980620	007426-01 BOYS & GIRLS CLU	10/24/2024	19,250.00	PO250334-001	12,500.00	01-2600-0-0000-2490-5800-000	BGCC2024196
			19,250.00	PO250334-002	6,750.00	01-2600-0-0000-2490-5800-000	BGCC2024197
W-978633	007442-01 SAN JOAQUIN C.O.	10/17/2024	43.00	PO250424-002	43.00	01-6500-0-5760-1180-5800-730	ARD25-01454
W-976357	007504-02 CAMBRIDGE UNIVER	10/08/2024	1,730.06	PV250232-001	1,730.06	11-6391-0-4110-1000-4100-561	1410908025
W-982245	007504-02 CAMBRIDGE UNIVER	10/29/2024	5,740.44	PO250366-001	5,740.44	11-6391-0-4110-1000-4100-561	1410939291
W-974752	007627-01 AT&T MOBILITY	10/01/2024	1,406.65	PO250274-001	1,406.65	01-0000-0-0000-8205-5901-720	287298525082X091
W-975295	007692-01 BROOKS PUBLISHIN	10/03/2024	17.00	PO250480-001	17.00	12-6105-0-0001-1000-4300-100	1288498
W-978642	007773-01 TREANOR, AMY	10/17/2024	608.33	PO250529-001	608.33	01-0331-0-1342-1000-4300-331	REIMB_10032024
W-982254	007773-01 TREANOR, AMY	10/29/2024	456.82	PO250377-001	456.82	01-0331-0-1342-1000-4300-331	REIMB_10222024
W-982271	007779-01 SWEETWATER SOUND	10/29/2024	2,276.75	PO250490-001	2,276.75	01-6770-0-1110-2490-4300-211	42717780

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-974743	007869-01 ART IN ACTION	10/01/2024	1,239.06	PV250172-001	1,239.06	01-0111-0-1110-1000-4300-556-0103	1530
W-976345	008005-01 JERONIMO, VANESS	10/08/2024	57.49	TC250021-001	57.49	01-6500-0-5001-2100-5200-730	MILEAGE_SEPT2024
W-982226	008058-05 AT&T	10/29/2024	2,793.40	PO250272-003	1,396.70	01-0000-0-0000-8205-5901-720	3825382900
			2,793.40	PO250272-004	1,396.70	01-0000-0-0000-8205-5901-720	0583454906
W-980623	008193-01 COMCAST	10/24/2024	21,757.03	PO250261-003	21,757.03	01-0000-0-0000-2421-5902-790	219078594
W-976366	008259-01 ACHIEVEKIDS	10/08/2024	8,755.00	PV250254-001	5,808.00	01-6500-0-5750-1180-5100-730	33134
			8,755.00	PV250254-001	206.00	01-6500-0-5750-1180-5867-730	33134
			8,755.00	PV250254-001	582.00	01-6500-0-5750-1180-5861-730	33134
			8,755.00	PV250254-001	1,309.00	01-6500-0-5750-1180-5863-730	33134
			8,755.00	PV250254-001	412.00	01-6500-0-5750-1180-5864-730	33134
			8,755.00	PV250254-001	438.00	01-6500-0-5750-1180-5800-730	33134
W-974754	008272-01 LOPEZ, GERRY	10/01/2024	5,600.00	PO250458-001	5,600.00	01-3061-0-7110-2490-5800-556	CUSD91024
W-978660	008304-01 CALIFORNIA WATER	10/17/2024	1,192.00	PO250263-003	1,192.00	01-0000-0-0000-8205-5503-107	2188039386_09272
W-980634	008337-01 JONES, DAVID	10/24/2024	149.00	PO250380-001	149.00	01-0331-0-1210-1000-4300-331	REIMB_09042024
W-980612	008367-02 NAPA COUNTY OFFI	10/24/2024	1,200.00	PO250565-001	1,200.00	01-6387-0-1110-1000-5200-331	EDUCATING_CAREER
W-979619	008412-01 TOTAL SCHOOL SOL	10/22/2024	16,553.71	PV250284-001	1,375.00	01-0000-0-0000-7300-5800-720	18-4678
			16,553.71	PV250285-001	15,178.71	01-0000-0-0000-7300-5800-720	18-4689
W-975294	008436-01 BRIDGE WIRELESS	10/03/2024	992.11	PO250479-001	992.11	01-0000-0-0000-2421-4300-790	42139
W-974738	008443-01 RECOLOGY OF THE	10/01/2024	1,412.22	PO250032-006	1,412.22	01-0000-0-0000-8205-5504-103	8634
W-978656	008443-01 RECOLOGY OF THE	10/17/2024	3,184.10	PO250032-007	3,184.10	01-0000-0-0000-8205-5504-101	8669
W-980627	008496-01 SCI CONSULTING G	10/24/2024	6,532.20	PO250452-001	6,532.20	01-0000-0-0000-7150-5800-710	SBS11234
W-976355	008758-01 AMERICAN PORTABL	10/08/2024	132.34	PO250139-001	132.34	01-8150-0-0000-8110-5603-780	123015
W-980640	008758-01 AMERICAN PORTABL	10/24/2024	397.02	PV250311-001	132.34	01-8150-0-0000-8110-5603-780	112703

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			397.02	PV250312-001	132.34	01-8150-0-0000-8110-5603-780	114367
			397.02	PV250313-001	132.34	01-8150-0-0000-8110-5603-780	116030
W-982243	008758-01 AMERICAN PORTABL	10/29/2024	132.34	PO250139-002	132.34	01-8150-0-0000-8110-5603-780	121204
W-974758	008767-03 SMARTSIGN	10/01/2024	43.36	PO250173-002	43.36	01-8150-0-0000-8110-4300-780	SMT-764362
W-977179	008775-05 SMCSA	10/10/2024	200.00	PO250512-001	200.00	01-0000-0-0000-7150-5300-710	UES24-25 ANNUAL
W-974727	008852-01 CRAM-A-LOT	10/01/2024	2,773.91	PV250187-001	2,773.91	21-9711-0-9645-8520-5603-103	3007217
W-975297	008861-01 ELLEN SILVA CREA	10/03/2024	400.00	PO250472-001	400.00	01-6770-0-1110-1000-5800-335	7220
W-978655	008883-01 PACIFICA COMMUNI	10/17/2024	925.00	PO250330-003	925.00	01-0000-0-0000-7150-5800-710	PCTCUSD0924
W-974726	008911-01 DAVID'S BAGELS	10/01/2024	55.00	PO250212-009	55.00	13-5310-0-0000-3700-4712-331	40517
W-974749	008911-01 DAVID'S BAGELS	10/01/2024	77.00	PO250212-010	77.00	13-5310-0-0000-3700-4712-331	40524
W-976349	008911-01 DAVID'S BAGELS	10/08/2024	55.00	PO250212-011	55.00	13-5310-0-0000-3700-4712-331	40536
W-978034	008911-01 DAVID'S BAGELS	10/15/2024	55.00	PO250212-012	55.00	13-5310-0-0000-3700-4712-331	40565
W-979596	008911-01 DAVID'S BAGELS	10/22/2024	154.00	PO250212-013	77.00	13-5310-0-0000-3700-4712-331	40570
			154.00	PO250212-014	77.00	13-5310-0-0000-3700-4712-331	40575
W-979617	008911-01 DAVID'S BAGELS	10/22/2024	55.00	PV250290-001	55.00	01-0000-0-0000-0000-8699-000	39694
W-980603	008911-01 DAVID'S BAGELS	10/24/2024	132.00	PO250212-016	77.00	13-5310-0-0000-3700-4712-331	40599
			132.00	PO250212-017	55.00	13-5310-0-0000-3700-4712-331	40603
W-982261	008911-01 DAVID'S BAGELS	10/29/2024	55.00	PO250212-018	55.00	13-5310-0-0000-3700-4712-331	40628
W-975293	008938-01 AMAZON CAPITAL S	10/03/2024	294.71	PO250494-001	294.71	01-0101-0-1310-1000-4300-101	1H3K-KX3P-7MM7
W-976368	008938-01 AMAZON CAPITAL S	10/08/2024	19,533.63	PV250208-001	3,095.78	01-0000-0-0000-2421-4300-790	1MD9-WHNG-3VPJ
			19,533.63	PV250209-001	1,730.46	01-0000-0-0000-2421-4300-790	14FQ-YCXV-7N6H
			19,533.63	PV250210-001	56.84	01-0101-0-1310-1000-4300-101	1FPQ-DKKX-3VFY
			19,533.63	PV250222-001	71.67	01-0111-0-1110-2495-4300-103-303	143H-XJCJ-4H1L

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			19,533.63	PV250211-001	166.26	01-9354-0-1110-1000-4300-556	1XHM-PQHQ-6H9Y
			19,533.63	PV250212-001	924.06	01-6500-0-5750-2100-4300-730	1PLH-F1FM-71YM
			19,533.63	PV250213-001	98.36	01-0331-0-1343-1000-4300-331	166F-6TVP-6QCH
			19,533.63	PV250214-001	94.00	01-2600-0-0000-2490-4300-000	19H6-6HL7-7GRN
			19,533.63	PV250215-001	365.04	01-7010-0-3800-1000-4300-331	1WFK-37HF-77PP
			19,533.63	PV250216-001	32.22	01-0000-0-0000-7300-4300-750	1CLV-YR1G-7FTH
			19,533.63	PV250217-001	317.58	01-8150-0-0000-8110-4300-780	1KRR-F941-71RD
			19,533.63	PV250218-001	252.36	01-0335-0-3250-1000-4300-335	1JJJ-TWWJ-6YPV
			19,533.63	PV250219-001	289.57	01-9354-0-1110-1000-4300-556	4VX-P3ML-731R
			19,533.63	PV250220-001	142.54	01-0000-0-0000-2100-4300-740	1W1T-7QCK-7K4D
			19,533.63	PV250221-001	482.62	01-3060-0-7110-2490-4300-745	1VNM-R9G7-7HG6
			19,533.63	PV250223-001	664.34	01-0331-0-1302-1000-4300-331	19H6-6HL7-7TF4
			19,533.63	PV250224-001	97.44	01-8150-0-0000-8110-4300-780	1QGT-YGHT-7JKY
			19,533.63	PV250225-001	410.06	01-9354-0-1110-1000-4300-556	16JQ-L97R-7K4V
			19,533.63	PV250226-001	199.99	01-9354-0-1110-1000-4300-556	1LY3-TKQ6-7W4G
			19,533.63	PV250227-001	496.95	01-6010-0-1110-4000-4300-101	1VNM-R9G7-7LD7
			19,533.63	PV250228-001	70.33	01-9665-0-1110-2140-4300-000	1KR1-NYGM-7HQ7
			19,533.63	PV250229-001	113.13	01-9665-0-1110-2140-4300-000	14VX-P3ML-7GKG
			19,533.63	PV250230-001	30.61	01-0211-0-1310-1000-4300-211	1KRR-F941-7PPT
			19,533.63	PV250231-001	77.62	01-0211-0-1310-1000-4300-211	1C61-1CH7-96YR
			19,533.63	PV250252-001	1,427.05	01-0111-0-1110-1000-4300-556-301	1KDD-PWG9-PJ6F
			19,533.63	CM250001-001	(58.95)	01-0420-0-3350-1000-4300-420	17W6-KN9G-4KKR
			19,533.63	CM250002-001	(126.86)	01-0000-0-0000-7300-4300-720	1FJF-19D4-3YGR

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			19,533.63	CM250003-001	(53.00)	01-6500-0-5001-2100-4300-730	1MY3-XK9K-4NWL
			19,533.63	CM250004-001	(20.55)	01-0000-0-0000-7300-4300-720	1LJG-FKV4-HW77
			19,533.63	CM250005-001	(347.88)	01-0000-0-0000-7300-4300-720	1R1Q-1MMH-7YNR
			19,533.63	CM250006-001	(21.86)	01-0000-0-0000-7300-4300-720	1CT3-C3XQ-QNQH
			19,533.63	CM250007-001	(45.75)	01-6010-0-1110-4000-4300-101	1TDL-NLCN-4XRK
			19,533.63	CM250008-001	(42.61)	01-0000-0-0000-7300-4300-720	1DPV-FKNY-RXWV
			19,533.63	CM250009-001	(66.12)	01-0000-0-0000-7400-4300-750	1KR1-9VMT-RF7K
			19,533.63	PV250247-001	271.20	01-6500-0-5750-2100-4300-730	1DMY-4CP4-6MNL
			19,533.63	PV250244-001	466.55	01-0000-0-0000-2421-4300-790	1XHW-1YFX-6JXC
			19,533.63	PV250245-001	28.97	01-0331-0-1302-1000-4300-331	17RW-TMTG-6CGY
			19,533.63	PV250246-001	288.36	01-2600-0-0000-2490-4300-000	1D9F-TYJV-6LKT
			19,533.63	PV250248-001	2,876.74	01-0111-0-1110-1000-4300-556-301	1JK4-RRT4-6LQ7
			19,533.63	PV250249-001	289.61	01-0111-0-1110-1000-4300-556-301	1V4F-FTWP-6M1X
			19,533.63	PV250250-001	2,501.96	01-0111-0-1110-1000-4300-556-301	1DMY-4CP4-6N9G
			19,533.63	PV250233-001	40.47	11-6391-0-4110-2700-4300-561	1CHN-H3FC-7VXJ
			19,533.63	PV250234-001	65.58	01-0211-0-1310-1000-4300-211	1VQK-6QLG-91TQ
			19,533.63	PV250235-001	629.80	01-0331-0-1354-1000-4300-331	1TQJ-KM9W-7TPW
			19,533.63	PV250236-001	114.70	01-0000-0-0000-7300-4300-720	1764-7MJ1-7XXL
			19,533.63	PV250237-001	196.14	01-0000-0-0000-7400-4300-750	1G6H-HR9Q-671V
			19,533.63	PV250238-001	46.52	01-0000-0-0000-7400-4300-750	1VTR-6NWT-6H3M
			19,533.63	PV250239-001	42.51	01-0000-0-0000-7300-4300-720	19LM-TCMR-4V61
			19,533.63	PV250240-001	579.93	01-0000-0-0000-7300-4300-720	1VTR-6NWT-6HF1
			19,533.63	PV250241-001	31.48	01-6500-0-5001-2100-4300-730	1QLH-FNXL-63YT

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			19,533.63	PV250243-001	139.81	01-6500-0-5001-2100-4300-730	16YM-7N3H-666C
W-977169	008938-01 AMAZON CAPITAL S	10/10/2024	1,691.77	PO250325-003	1,691.77	01-0000-0-0000-7150-4300-710	1K6J-DMR4-6NGG
W-982238	008938-01 AMAZON CAPITAL S	10/29/2024	717.66	PV250315-001	717.66	13-5310-0-0000-3700-4790-331	11M6-JFL3-17QN
W-974730	008938-02 AMAZON CAPITAL S	10/01/2024	1,095.58	PV250192-001	29.62	01-0000-0-0000-7400-4300-750	1PQW-YCVH-94GH
			1,095.58	PV250193-001	104.05	01-0000-0-0000-7400-4300-750	1WXH-1YYG-7C4T
			1,095.58	PO250325-001	546.86	01-0000-0-0000-7150-4300-710	1TNK-LC6J-94KT
			1,095.58	PO250325-002	415.05	01-0000-0-0000-7150-4300-710	19LG-WPGR-7PPY
W-976339	008938-02 AMAZON CAPITAL S	10/08/2024	106.39	PO250182-001	106.39	01-0000-0-0000-3900-4300-760	1HR7-PMHH-6LPK
W-977183	008938-02 AMAZON CAPITAL S	10/10/2024	38.57	PO250080-005	27.75	01-0000-0-0000-7300-4300-720	11TK-KDLG-6GDV
			38.57	PO250080-006	10.82	01-0000-0-0000-7300-4300-720	1FVY-GFM6-6C31
W-980632	008938-02 AMAZON CAPITAL S	10/24/2024	142.04	PO250518-001	24.18	11-6391-0-4110-1000-4300-561	1CLY-DFVV-34FG
			142.04	PO250532-001	96.00	11-6391-0-4110-1000-4100-561	1KDQ-91RY-4TTQ
			142.04	PO250517-001	21.86	11-6391-0-4110-2700-4300-561	1VDJ-XMYV-1XVC
W-980636	008938-02 AMAZON CAPITAL S	10/24/2024	17,681.13	PO250447-001	49.91	01-9450-0-1110-1000-4300-103	1XMD-1WQ7-4PTN
			17,681.13	PO250464-001	43.20	01-5634-0-1110-2490-4300-000	1YG6-TG3P-4FRG
			17,681.13	PO250048-003	921.81	01-6010-0-1110-4000-4300-101	1YWM-RDQQ-4C9V
			17,681.13	PO250418-001	184.24	01-6770-0-1110-1000-4300-105	1L1K-VCXT-4G9G
			17,681.13	PO250297-002	63.42	01-0105-0-1310-1000-4300-105	1L1K-VCXT-44QN
			17,681.13	PO250047-006	840.53	01-2600-0-0000-2490-4300-000	1H1G-YQ1X-4HK1
			17,681.13	PV250310-001	28.57	01-0000-0-0000-7111-4300-750	16VC-9P9C-3W6Y
			17,681.13	PO250047-007	29.47	12-6105-0-0001-1000-4300-100	16GR-4PL9-1WKD
			17,681.13	PO250368-002	206.78	01-6500-0-5750-2100-4300-730	11DL-6T99-3M79
			17,681.13	PO250089-004	3,754.83	01-0000-0-0000-2421-4300-790	1YRH-HPXK-3PVR

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			17,681.13	PO250080-007	184.74	01-0000-0-0000-7300-4300-720	1NVT-W9YR-YYPW
			17,681.13	PO250080-008	62.63	01-0000-0-0000-7300-4300-720	1CLY-DFVV-1HQF
			17,681.13	PO250417-001	504.76	01-0105-0-1310-1000-4300-105	1NQR-K9T3-3XJF
			17,681.13	PO250343-002	129.46	01-6387-0-1110-1000-4300-331	1KNJ-XLTY-3XQD
			17,681.13	PO250044-003	216.54	01-8150-0-0000-8110-4300-780	1C7Y-9W67-1WW4
			17,681.13	PO250044-004	236.26	01-8150-0-0000-8110-4300-780	14K6-41MH-14DD
			17,681.13	PO250044-005	177.17	01-8150-0-0000-8110-4300-780	1QX6-CQL7-46WQ
			17,681.13	PO250044-006	194.60	01-8150-0-0000-8110-4300-780	1NQR-K9T3-4DPH
			17,681.13	PO250463-001	179.22	01-0335-0-3250-1000-4300-335	1KDQ-91RY-4TTQ
			17,681.13	PO250443-001	990.25	01-6770-0-1110-1000-4300-105	13KQ-KYKL-3CL7
			17,681.13	PO250419-001	1,407.79	01-6770-0-1110-1000-4300-105	141G-KCVW-3KK3
			17,681.13	PO250478-001	158.96	01-0101-0-1310-1000-4300-101	11DL-6T99-3HF3
			17,681.13	PO250491-001	87.39	01-0211-0-1310-1000-4300-211	1KDQ-91RY-4TTQ
			17,681.13	PO250482-001	718.39	01-0111-0-1110-1000-4200-101-0201	1KDQ-91RY-4TTQ
			17,681.13	PO250249-001	1,066.24	01-6500-0-5001-2100-4300-730	1DTP-DR14-4MGK
			17,681.13	PO250484-001	92.96	01-0331-0-1210-1000-4300-331	1H1G-YQ1X-4GTJ
			17,681.13	PO250448-001	89.77	01-0331-0-1210-1000-4300-331	1KN-3HD1-3V9T
			17,681.13	PO250440-001	31.68	01-0111-0-1110-1000-4300-740-0201	1KN1-3HD1-411Y
			17,681.13	PO250489-001	151.87	01-0211-0-1310-1000-4300-211	1M39-VJFT-4T6D
			17,681.13	PO250412-001	275.23	01-6770-0-1110-1000-4300-105	16GR-4PL9-1KPF
			17,681.13	PO250450-001	114.54	01-0331-0-1210-1000-4300-331	1CNM-L6NG-1TL3
			17,681.13	PO250504-001	1,071.63	01-6770-0-1110-2490-4300-105	1H1F-1HNP-19KN
			17,681.13	PO250536-001	932.77	01-0331-0-1332-1000-4300-331	1KP9-MD67-1GFY

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			17,681.13	PO250439-001	46.66	01-0103-0-1210-2700-4300-103	1YFQ-C73H-1JRK
			17,681.13	PO250538-001	39.32	01-0335-0-3250-1000-4300-335	1YFQ-C73H-1RJV
			17,681.13	PO250404-001	2,153.01	01-6770-0-1110-1000-4300-105	13KQ-KYKL-3QF7
			17,681.13	PO250485-001	137.99	01-0331-0-1210-1000-4300-331	13KW-34T9-3LYJ
			17,681.13	PO250473-001	106.54	01-0335-0-3250-1000-4300-335	141G-KCVW-3V1R
W-974760	009206-01 TRADE CREDIT SER	10/01/2024	106.11	PO250322-001	96.11	01-6387-0-3800-1000-4300-331	1657861371
			106.11	PO250321-001	10.00	01-6387-0-1110-1000-4300-331	1657634587
W-976348	009206-01 TRADE CREDIT SER	10/08/2024	109.91	PO250140-005	109.91	01-8150-0-0000-8110-4300-780	1658219644
W-976363	009206-01 TRADE CREDIT SER	10/08/2024	1,907.05	PO250140-006	278.11	01-0000-0-0000-8220-4300-785	1658338146
			1,907.05	PO250140-006	1,628.94	01-8150-0-0000-8110-4300-780	1658338146
W-978639	009206-01 TRADE CREDIT SER	10/17/2024	388.02	PO250322-002	388.02	01-6387-0-3800-1000-4300-331	1658446358
W-978668	009206-01 TRADE CREDIT SER	10/17/2024	198.32	PO250321-002	198.32	01-6387-0-1110-1000-4300-331	1658219576_09252
W-980638	009239-02 O'REILLY AUTO PA	10/24/2024	374.99	PO250128-002	374.99	01-9723-0-0000-3600-4300-788	1503005-09/28
W-982230	009322-01 DOCUMENT TRACKIN	10/29/2024	11,332.00	PO250557-001	11,332.00	01-0111-0-0000-2490-5800-740-0103	9401912
W-977182	009346-01 U S BANK CORP PA	10/10/2024	1,661.35	PV250257-001	13.58	01-0331-0-1302-1000-4300-331	4246-0446-6404-9
			1,661.35	PV250259-001	520.02	01-6300-0-1110-1000-4100-740	4246044622791543
			1,661.35	PV250260-001	433.35	01-6300-0-1110-1000-4100-740	4246044622791543
			1,661.35	PV250261-001	173.34	01-6300-0-1110-1000-4100-740	4246044622791543
			1,661.35	PV250262-001	521.06	01-0000-0-0000-7111-4300-750	4246044622791543
W-977190	009346-01 U S BANK CORP PA	10/10/2024	137.78	PV250256-001	137.78	01-0331-0-1302-1000-4300-331	4246-0446-6404-9
W-978037	009346-01 U S BANK CORP PA	10/15/2024	65.61	PO250375-001	65.61	13-5310-0-0000-3700-4300-331	2411343424020025
W-978634	009346-01 U S BANK CORP PA	10/17/2024	3,903.27	PO250411-001	2,628.91	01-6387-0-1110-1000-4300-331	4246-0470-0103-6
			3,903.27	PV250265-001	218.06	01-6266-0-1110-2140-4300-740	4246-0446-2279-1

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			3,903.27	PV250266-001	206.68	01-0111-0-1110-2140-4300-740-0201	4246-0446-2279-1
			3,903.27	PO250442-001	59.00	01-0103-0-1210-2700-4300-103	4246-0470-0103-6
			3,903.27	PV250263-001	17.70	01-0000-0-0000-2421-4300-790	4246-0470-0103-6
			3,903.27	PV250264-001	772.92	01-0000-0-0000-8205-5504-720	4246-0470-0103-6
W-978640	009346-01 U S BANK CORP PA	10/17/2024	108.41	PO250392-002	54.21	01-0420-0-3350-1000-4300-420	24I5737216001
			108.41	PO250392-002	54.20	11-6391-0-4110-1000-4300-561	24I5737216001
W-978643	009346-01 U S BANK CORP PA	10/17/2024	3,836.42	PO250061-002	237.34	01-2600-0-0000-2490-4300-000	4246-0470-0103-6
			3,836.42	PO250262-001	478.00	01-0000-0-0000-7300-5903-720	4246-0470-0103-6
			3,836.42	PV250269-001	99.00	01-0000-0-0000-7300-4300-720	4246-0470-0103-6
			3,836.42	PV250270-001	61.90	01-3010-0-1110-1000-4300-105	4246-0470-0103-6
			3,836.42	PV250271-001	38.47	01-3010-0-1110-1000-4300-105	4246-0470-0103-6
			3,836.42	PV250272-001	136.74	01-3010-0-1110-1000-4300-105	4246-0470-0103-6
			3,836.42	PV250273-001	27.62	01-3010-0-1110-1000-4300-105	4246-0470-0103-6
			3,836.42	PV250277-001	65.00	01-0000-0-0000-7300-4300-720	4246-0470-0103-6
			3,836.42	PV250278-001	65.00	01-0000-0-0000-7300-4300-720	4246-0470-0103-6
			3,836.42	PV250279-001	191.88	11-6391-0-4110-2700-4300-561	4246-0470-0103-6
			3,836.42	PV250280-001	1,922.82	01-8150-0-0000-8110-4300-780	4246-0470-0103-6
			3,836.42	PV250281-001	390.00	01-0000-0-0000-3900-5200-750	4246-0470-0103-6
			3,836.42	PV250283-001	102.65	01-0000-0-0000-7400-4300-750	4246-0470-0103-6
			3,836.42	PV250275-001	20.00	11-6391-0-4110-2700-4300-561	4246-0470-0103-6
W-978648	009346-01 U S BANK CORP PA	10/17/2024	235.00	PV250282-001	235.00	01-0000-0-0000-7300-4300-720	4246-0470-0103-6
W-980618	009346-01 U S BANK CORP PA	10/24/2024	2,174.18	PV250301-001	665.98	01-0000-0-0000-7150-5200-710	4246-0446-7322-5
			2,174.18	PV250301-001	1,508.20	01-0000-0-0000-7150-4300-710	4246-0446-7322-5

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-980630	009346-01 U S BANK CORP PA	10/24/2024	2,679.68	PV250302-001	1,190.31	01-0000-0-0000-7150-5200-710	4246-0446-7322-5
			2,679.68	PV250302-001	90.37	01-0000-0-0000-7150-4300-710	4246-0446-7322-5
			2,679.68	PV250303-001	399.00	01-0000-0-0000-7150-5200-710	4246-0446-7322-5
			2,679.68	PV250303-001	1,000.00	01-0000-0-0000-7150-5300-710	4246-0446-7322-5
W-978661	009354-02 CRESCO EQUIPMENT	10/17/2024	754.35	PO250207-001	754.35	01-8150-0-0000-8110-5604-780	6252677-0001
W-977185	009405-01 ANTONIO, ERIC	10/10/2024	211.59	TC250026-001	211.59	01-0000-0-0000-2140-5200-790	MILEAGE_REIMBOCT
W-978638	009413-02 SOUTHERN COUNTIE	10/17/2024	1,854.76	PO250086-007	1,854.76	01-9723-0-0000-3600-4300-788	337423
W-978658	009491-01 SOUND AND SIGNAL	10/17/2024	3,264.63	PO250107-002	2,992.52	01-8150-0-0000-8110-5603-780	42668
			3,264.63	PO250107-003	272.11	01-8150-0-0000-8110-5603-780	42879
W-975311	009508-01 RESOURCE SOLUTIO	10/03/2024	16,048.10	PV250195-001	7,293.93	01-8150-0-0000-8110-4300-780	31228
			16,048.10	PO250130-006	8,754.17	01-8150-0-0000-8110-4300-780	32457
W-978666	009508-01 RESOURCE SOLUTIO	10/17/2024	5,109.95	PO250130-007	1,071.88	01-8150-0-0000-8110-4300-780	32581
			5,109.95	PO250130-008	4,038.07	01-8150-0-0000-8110-4300-780	32719
W-977188	009536-01 SKYVIEW TREE SER	10/10/2024	18,300.00	PO250106-001	18,300.00	01-8150-0-0000-8110-5603-780	08
W-980621	009565-01 BUS & EQUIPMENT	10/24/2024	2,323.07	PO250099-005	1,461.86	01-9723-0-0000-3600-5603-788	78595
			2,323.07	PO250099-006	861.21	01-9723-0-0000-3600-5603-788	78594
W-974718	009571-01 GOLD STAR FOODS	10/01/2024	764.79	PO250244-014	71.24	13-5310-0-0000-3700-4711-331	7840750
			764.79	PO250244-015	31.25	13-5310-0-0000-3700-4790-331	7869001
			764.79	PO250244-012	662.30	13-5310-0-0000-3700-4712-331	7791512
W-974720	009571-01 GOLD STAR FOODS	10/01/2024	1,096.27	PO250244-013	31.95	13-5310-0-0000-3700-4710-331	7849148
			1,096.27	PO250244-013	35.48	13-5310-0-0000-3700-4712-331	7849148
			1,096.27	PO250244-011	524.54	13-5310-0-0000-3700-4710-331	7774687
			1,096.27	PO250244-011	504.30	13-5310-0-0000-3700-4712-331	7774687

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-976350	009571-01 GOLD STAR FOODS	10/08/2024	1,170.64	PO250244-016	10.96	13-5310-0-0000-3700-4711-331	7890345
			1,170.64	PO250244-016	1,159.68	13-5310-0-0000-3700-4710-331	7890345
W-978035	009571-01 GOLD STAR FOODS	10/15/2024	2,007.99	PO250244-022	257.30	13-5310-0-0000-3700-4712-331	7922146
			2,007.99	PO250244-017	1,020.07	13-5310-0-0000-3700-4712-211	7774397
			2,007.99	PO250244-018	504.30	13-5310-0-0000-3700-4712-211	7791729
			2,007.99	PO250244-020	226.32	13-5310-0-0000-3700-4710-331	7890354
W-978038	009571-01 GOLD STAR FOODS	10/15/2024	1,119.53	PO250244-021	10.96	13-5310-0-0000-3700-4711-331	7922157
			1,119.53	PO250244-021	484.47	13-5310-0-0000-3700-4710-331	7922157
			1,119.53	PO250244-019	624.10	13-5310-0-0000-3700-4710-331	78498346
W-979597	009571-01 GOLD STAR FOODS	10/22/2024	483.51	PO250244-023	282.30	13-5310-0-0000-3700-4710-331	7957516
			483.51	PO250244-024	51.09	13-5310-0-0000-3700-4710-331	7922130
			483.51	PO250244-024	200.12	13-5310-0-0000-3700-4712-331	7922130
			483.51	CM250010-001	(50.00)	13-5310-0-0000-3700-4710-331	7849346
W-982240	009571-01 GOLD STAR FOODS	10/29/2024	1,667.73	PO250244-025	504.30	13-5310-0-0000-3700-4712-331	7791730
			1,667.73	PO250244-026	260.50	13-5310-0-0000-3700-4710-331	7922143
			1,667.73	PO250244-027	172.96	13-5310-0-0000-3700-4710-331	7957521
			1,667.73	PO250244-028	54.80	13-5310-0-0000-3700-4711-331	7991111
			1,667.73	PO250244-028	675.17	13-5310-0-0000-3700-4710-331	7991111
W-982262	009571-01 GOLD STAR FOODS	10/29/2024	38.75	PO250244-029	38.75	13-5310-0-0000-3700-4790-331	8046964
W-980616	009623-01 STEVEN MELO INC	10/24/2024	2,500.00	PO250102-002	2,500.00	01-8150-0-0000-8110-5603-780	608221
W-980628	009656-01 STUDIES WEEKLY I	10/24/2024	15,931.23	PO250071-001	15,931.23	01-6300-0-1110-1000-4300-740	510946
W-982227	009663-01 ATKINSON ANDELSO	10/29/2024	3,495.57	PV250316-001	3,495.57	01-0000-0-0000-2100-5810-730	728519
W-976360	009675-01 READY REFRESH BY	10/08/2024	84.93	PO250062-007	63.70	01-2600-0-0000-2490-4300-000	14I0034251553

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			84.93	PO250062-007	21.23	12-6105-0-0001-1000-4300-100	14I0034251553
W-982250	009675-01 READY REFRESH BY	10/29/2024	189.41	PO250062-008	142.06	01-2600-0-0000-2490-4300-000	04J0034251553
			189.41	PO250062-008	47.35	12-6105-0-0001-1000-4300-100	04J0034251553
W-982246	009739-01 F.I.T. ENVIRONME	10/29/2024	3,990.00	PO250583-001	1,995.00	01-8150-0-0000-8110-5800-780	24-078
			3,990.00	PO250583-001	1,995.00	12-6105-0-0001-1000-5800-100	24-078
W-982258	010692-01 MATH LEARNING CE	10/29/2024	108.44	PO250462-001	108.44	01-3010-0-1110-1000-4300-105	INV62543
W-975304	010725-01 SVSOA	10/03/2024	1,723.75	PO250487-001	1,723.75	01-9335-0-1110-4200-5800-331	VB-24058
W-978659	010725-01 SVSOA	10/17/2024	830.75	PO250545-001	830.75	01-9335-0-1110-4200-5800-331	VB-2092
W-982270	010725-01 SVSOA	10/29/2024	2,089.00	PO250595-001	2,089.00	01-9335-0-1110-4200-5800-331	VB-24155
W-978644	010749-02 ALAS	10/17/2024	25,840.00	PO250528-001	25,840.00	01-0111-0-1110-1000-5800-556-0101	15-0002
W-976353	010760-01 THE LUNCH MASTER	10/08/2024	43,523.55	PO250259-007	6,301.30	13-5310-0-0000-3700-4710-101	CUEG093024
			43,523.55	PO250259-008	5,309.45	13-5310-0-0000-3700-4710-103	CUFV093024
			43,523.55	PO250259-009	2,634.55	13-5310-0-0000-3700-4710-107	CUKM093024
			43,523.55	PO250259-010	8,351.50	13-5310-0-0000-3700-4710-211	CUMC093024
			43,523.55	PO250259-006	20,926.75	13-5310-0-0000-3700-4710-105	CUAH093024
W-976359	010866-01 FELTS, BRYAN	10/08/2024	164.69	TC250019-001	164.69	01-9538-0-6001-1000-5200-000	MILEAGE_SEPT2024
W-978652	010903-01 ILOBBY CORP.	10/17/2024	2,039.88	PO250560-001	2,039.88	01-0000-0-0000-2421-4300-790	INV21694
W-978662	010903-01 ILOBBY CORP.	10/17/2024	10,199.40	PO250560-002	10,199.40	01-0000-0-0000-2421-4300-790	INV21700
W-977175	010924-01 REISS, MARTINA	10/10/2024	139.36	TC250024-001	139.36	01-6500-0-5750-1190-5200-730	MILEAGE_REIMBOCT
W-976347	010927-02 METLIFE SMALL MA	10/08/2024	411.25	PV250205-001	411.25	01-0000-0-0000-0000-9564-000	05372885_OCT2024
W-975308	011017-03 CASCWA SOUTHERN	10/03/2024	600.00	PO250492-001	600.00	01-4035-0-1110-2140-5200-740	12070
W-982255	011057-01 UPS	10/29/2024	13.16	PO250275-004	13.16	01-0000-0-0000-7300-5903-720	0000968340414
W-974753	011116-02 HEARING CONSERVA	10/01/2024	4,432.70	PV250190-001	4,432.70	01-0700-0-0000-3900-5800-760	1818

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-976351	011178-01 PAULO'S AUTO CAR	10/08/2024	90.57	PV250207-001	90.57	13-5310-0-0000-3700-5603-770	74387
W-978632	011178-01 PAULO'S AUTO CAR	10/17/2024	936.78	PO250115-005	936.78	01-8150-0-0000-8110-5603-780	74258
W-976342	011213-02 EXPLORE LEARNING	10/08/2024	3,295.00	PV250196-001	3,295.00	01-3010-0-1110-2490-4300-101	7830575
W-980637	011291-01 ASAP	10/24/2024	4,633.11	PO250522-001	4,633.11	11-6391-0-4110-2700-4300-561	INV00127139
W-978647	011351-01 LAYNE, SOPHIA	10/17/2024	1,030.00	PO250329-001	1,030.00	01-0000-0-0000-7110-5200-710	REIMB_10102024
W-976362	011358-01 TAFT, ERINN	10/08/2024	36.31	TC250022-001	36.31	01-6500-0-5750-1190-5200-730	MILEAGE_SEPT2024
W-977191	011361-02 DANIEL BRETAO OR	10/10/2024	495.00	PO250511-001	495.00	01-9652-0-0001-1000-4300-100	FARMER JHONS PUM
W-976358	011363-01 EIDE BAILLY LLP	10/08/2024	13,540.00	PV250201-001	10,562.50	01-0000-0-0000-7190-5820-720	EI01702681
			13,540.00	PV250202-001	2,977.50	01-0000-0-0000-7190-5820-720	EI01709787
W-979609	011374-01 OCCUPATIONAL HEA	10/22/2024	133.00	PV250291-001	133.00	01-9723-0-0000-3600-5800-788	8239169
W-979612	011374-01 OCCUPATIONAL HEA	10/22/2024	133.00	PV250289-001	133.00	01-9723-0-0000-3600-5800-788	83337907
W-975298	011383-01 FOX SECURITY & C	10/03/2024	2,295.00	PO250111-002	2,295.00	01-8150-0-0000-8110-5800-780	100496
W-974740	011423-01 SILICON VALLEY C	10/01/2024	7,122.00	PO250335-001	7,122.00	01-0000-0-0000-2421-4300-790	103067
W-976346	011431-01 KIS	10/08/2024	770.00	PO250466-001	770.00	01-0000-0-0000-2421-4300-790	81694
W-978663	011431-01 KIS	10/17/2024	2,687.50	PO250391-001	2,687.50	01-0000-0-0000-2421-5800-790	81724
W-974722	011438-01 ACSIG DENTAL	10/01/2024	47,740.63	PV250163-001	47,740.63	01-0000-0-0000-0000-9571-000	20441-AUG24
W-976367	011438-01 ACSIG DENTAL	10/08/2024	21,473.38	PV250255-001	21,473.38	01-0000-0-0000-0000-9571-000	20441-SEPT24
W-974717	011438-02 ACSIG	10/01/2024	4,872.42	PV250164-001	4,872.42	01-0000-0-0000-0000-9572-000	30098994-0390, A
W-979593	011438-02 ACSIG	10/22/2024	4,415.54	PV250274-001	4,415.54	01-0000-0-0000-0000-9572-000	30098994-0390, S
W-979613	011492-01 PENINSULA TRUCK	10/22/2024	2,297.76	PO250199-013	382.96	01-9723-0-0000-3600-5603-788	11490
			2,297.76	PO250199-014	382.96	01-9723-0-0000-3600-5603-788	11491
			2,297.76	PO250199-015	382.96	01-9723-0-0000-3600-5603-788	11489
			2,297.76	PO250199-016	382.96	01-9723-0-0000-3600-5603-788	11488

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			2,297.76	PO250199-017	382.96	01-9723-0-0000-3600-5603-788	11487
			2,297.76	PO250199-018	382.96	01-9723-0-0000-3600-5603-788	11486
W-982236	011501-02 SAVVAS LEARNING	10/29/2024	9,400.16	PO250156-001	3,454.50	01-6300-0-1110-1000-4300-740	7028828772
			9,400.16	PO250155-001	5,945.66	01-6300-0-1110-1000-4100-740	4027209293
W-980606	011517-01 YOUNG AUDIENCES	10/24/2024	1,498.00	PV250308-001	1,498.00	01-0111-0-1110-1000-5800-556-301	2023-9776
W-982237	011517-01 YOUNG AUDIENCES	10/29/2024	3,423.33	PO250582-001	3,423.33	01-6770-0-1110-2490-5800-107	INV002322
W-976364	011541-02 ZOHO CORPORATION	10/08/2024	795.00	PO250468-001	795.00	01-0000-0-0000-2421-4300-790	2415735
W-977170	011563-01 B GRAPHIC ARTS L	10/10/2024	625.00	PV250258-001	625.00	01-0000-0-0000-2421-5800-790	5088
W-977173	011578-01 MURRAY'S TRUCK A	10/10/2024	6,904.34	PO250523-001	6,904.34	01-9723-0-0000-3600-5603-788	30475
W-979608	011578-01 MURRAY'S TRUCK A	10/22/2024	1,882.72	PO250523-002	1,882.72	01-9723-0-0000-3600-5603-788	30502
W-974746	011588-02 TRAFERA LLC	10/01/2024	18,642.82	PO250276-001	14,914.26	21-9711-0-9640-8520-4300-101	I001107399
			18,642.82	PO250276-001	3,728.56	21-9711-0-9645-8520-4300-103	I001107399
W-977172	011597-01 MARIA EUGENIA YO	10/10/2024	351.08	TC250028-001	351.08	01-0700-0-1460-3140-5200-000	MILEAGE_REIMBSEP
W-978629	011601-01 HMB SMOG	10/17/2024	760.18	PO250201-003	760.18	01-9723-0-0000-3600-5603-788	9204
W-982232	011601-01 HMB SMOG	10/29/2024	459.54	PO250201-004	459.54	01-9723-0-0000-3600-5603-788	9310
W-974728	011604-01 RING CENTRAL INC	10/01/2024	1,526.49	PV250184-001	69.12	01-0000-0-0000-8205-5901-720	CD_000738802
			1,526.49	PV250185-001	92.20	01-0000-0-0000-8205-5901-720	CD_000700008
			1,526.49	PV250186-001	161.35	01-0000-0-0000-8205-5901-720	CD_000680770
			1,526.49	PV250174-001	141.88	01-0000-0-0000-8205-5901-720	CD_000610776
			1,526.49	PV250175-001	36.89	01-0000-0-0000-8205-5901-720	CD_000576212
			1,526.49	PV250176-001	23.50	01-0000-0-0000-8205-5901-720	CD_000559169
			1,526.49	PV250177-001	38.39	01-0000-0-0000-8205-5901-720	CD_000542820
			1,526.49	PV250178-001	216.93	01-0000-0-0000-8205-5901-720	CD_000526863

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
			1,526.49	PV250179-001	141.78	01-0000-0-0000-8205-5901-720	CD_000801972
			1,526.49	PV250180-001	253.88	01-0000-0-0000-8205-5901-720	CD_000780075
			1,526.49	PV250181-001	152.86	01-0000-0-0000-8205-5901-720	CD_000759148
			1,526.49	PV250182-001	197.71	01-0000-0-0000-8205-5901-720	CD_000847648
W-974739	011604-01 RING CENTRAL INC	10/01/2024	419.89	PV250194-001	419.89	01-0000-0-0000-8205-5901-720	CD_000918156
W-974745	011604-01 RING CENTRAL INC	10/01/2024	349.61	PV250183-001	349.61	01-0000-0-0000-8205-5901-720	CD_000824204
W-977186	011704-01 NANCY VIRGEN	10/10/2024	38.39	TC250025-001	38.39	01-0700-0-1460-3140-5200-000	MILEAGE_REIMBOCT
W-982223	011715-01 EARTH SYSTEMS	10/29/2024	2,743.15	PO250151-001	2,743.15	21-9711-0-9654-8520-5800-101	849194
W-979605	011722-01 HOFFMAN, KAREN	10/22/2024	7,000.00	PO250537-001	7,000.00	01-9538-0-1110-1000-5800-740	2024-04
W-975292	011832-01 MOBILE SERVE	10/03/2024	1,800.00	PV250203-001	1,800.00	01-9538-0-1110-1000-5800-740	4450
W-982273	011846-01 WALERA, KATE	10/29/2024	91.20	PO250602-001	91.20	01-0331-0-1210-1000-4300-331	REIMB_102824
W-974742	011871-01 ABBOTT'S PRO-POW	10/01/2024	74,564.44	PO250041-001	74,564.44	01-8150-0-0000-8110-6500-780	196816
W-979606	011886-02 LITERARY RESOURC	10/22/2024	2,381.29	PO250370-001	2,381.29	01-0111-0-1110-1000-4300-740-0102	368470
W-976356	011898-01 APPROACH LLC	10/08/2024	4,216.00	PO250076-004	4,216.00	11-6391-0-4110-2700-5100-561	4559
W-980613	011902-01 PITNEY BOWES INC	10/24/2024	1,081.69	PO250280-006	1,000.00	01-0000-0-0000-7300-5903-720	8000-9000-1075-0
			1,081.69	PO250280-007	81.69	01-0000-0-0000-7300-5903-720	1026212502
W-982249	011902-02 PITNEY BOWES GLO	10/29/2024	1,766.14	PO250280-008	1,766.14	01-0000-0-0000-7300-5601-720	3106889686
W-974756	011902-03 PITNEY BOWES INC	10/01/2024	190.63	PV250173-001	190.63	01-0000-0-0000-7300-5903-720	1024980134
W-977171	011905-01 LESLYE VALENCIA	10/10/2024	259.76	TC250023-001	259.76	01-6010-0-1110-4000-5200-101	MILEAGE_REIMBOCT
W-974748	011909-01 ARCADIO'S PRODUC	10/01/2024	153.00	PO250193-006	153.00	13-5466-0-0000-3700-4710-331	334770
W-978033	011909-01 ARCADIO'S PRODUC	10/15/2024	229.50	PO250193-007	229.50	13-5466-0-0000-3700-4710-331	336196
W-979595	011909-01 ARCADIO'S PRODUC	10/22/2024	277.80	PO250193-008	277.80	13-5466-0-0000-3700-4710-331	337595
W-980602	011909-01 ARCADIO'S PRODUC	10/24/2024	199.50	PO250193-009	199.50	13-5466-0-0000-3700-4710-331	339033

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-982260	011909-01 ARCADIO'S PRODUC	10/29/2024	278.70	PO250193-010	278.70	13-5466-0-0000-3700-4710-331	340488
W-976344	011911-01 GAMET, DREW	10/08/2024	32.45	PV250204-001	32.45	01-6331-0-0000-2495-4300-105	09262024_REIMB
W-979620	011917-01 CIFUENTES RECYCL	10/22/2024	1,800.00	PV250309-001	1,800.00	21-9711-0-9665-8520-5800-101	3114
W-980622	011917-01 CIFUENTES RECYCL	10/24/2024	2,200.00	PO250096-001	2,200.00	01-8150-0-0000-8110-5603-780	3115
W-975306	011921-01 BOROWSKI, MATT	10/03/2024	195.12	PO250486-001	195.12	01-0331-0-1326-1000-4300-331	09302024_REIMB.
W-974729	011932-01 PILLARS OF FOOD	10/01/2024	632.00	PV250170-001	632.00	13-7029-0-0000-3700-5200-770	24921CUSD
W-979598	011937-01 S.L.I.C. CO-OP	10/22/2024	250.00	PV250286-001	250.00	13-5310-0-0000-3700-5800-770	2025013
W-982269	011941-01 ONE STONE APPARE	10/29/2024	9,349.30	PO250578-001	9,349.30	01-9547-0-1343-1000-4300-211	20106
W-980633	011947-01 HANA L. HANSON	10/24/2024	591.75	PO250390-001	591.75	01-0331-0-1302-1000-4300-331	REIMB_09042024
W-982278	011947-01 HANA L. HANSON	10/29/2024	54.82	PO250600-001	54.82	01-0331-0-1302-1000-4300-331	REIMB_10282024
W-982257	011952-02 HANNAH PORTELLO-	10/29/2024	400.00	PO250586-001	400.00	01-9547-0-1345-1000-4300-211	781
W-978630	011958-01 NICOLE WALTERS	10/17/2024	2,350.00	PO250425-002	2,350.00	01-6500-0-5750-1180-5864-730	2
W-980619	011961-01 BIANCA FORRESTER	10/24/2024	236.13	PO250572-001	236.13	01-0000-0-0000-7111-4300-750	REIMB_09242024
W-975302	011989-01 SHRED WORKS INC.	10/03/2024	45.00	PO250279-003	45.00	01-0000-0-0000-7300-5800-720	62065
W-982274	012010-01 ANDREW BICKFORD	10/29/2024	869.08	PO250592-001	869.08	01-6770-0-1110-2490-4300-211	REIMB_10282024
W-974724	012011-01 SMCSIG-HEALTH CA	10/01/2024	359,167.53	PV250166-001	332,676.40	01-0000-0-0000-0000-9564-000	SEPT 2024
			359,167.53	PV250166-001	26,491.13	01-0000-0-0000-0000-9553-000	SEPT 2024
W-974725	012011-01 SMCSIG-HEALTH CA	10/01/2024	388,112.17	PV250167-001	363,280.81	01-0000-0-0000-0000-9564-000	OCT 2024
			388,112.17	PV250167-001	24,831.36	01-0000-0-0000-0000-9553-000	OCT 2024
W-979616	012019-01 VANIR CONSTRUCTI	10/22/2024	110,900.00	PO250010-002	110,900.00	21-9711-0-9006-8520-5800-000	179222
W-974747	012019-02 VANIR CONSTRUCTI	10/01/2024	28,900.00	PO250277-002	28,900.00	21-9711-0-9006-8520-5800-000	179053
W-977180	012029-01 TAYLOR TAFT	10/10/2024	10.72	TC250027-001	10.72	01-6520-0-5770-1190-5200-331	MILEAGE_REIMBSEP
W-974733	012063-01 FORTUNA UNION HI	10/01/2024	300.00	PO250456-001	300.00	01-6387-0-1110-1000-5200-331	9/18/2024 9:24:2

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-978645	012068-01 ALMEDA, MICHAEL	10/17/2024	179.43	TC250029-001	179.43	01-0000-0-0000-2140-5200-790	MILEAGE_REIMBOCT
W-982242	012068-01 ALMEDA, MICHAEL	10/29/2024	110.01	TC250030-001	110.01	01-0000-0-0000-2140-5200-790	MILEAGE_REIBOCT2
W-978646	012069-01 AYA HEALTHCARE I	10/17/2024	47,892.50	PO250530-001	4,500.00	01-6500-0-5750-1180-5867-730	4508810
			47,892.50	PO250530-002	6,450.00	01-6500-0-5750-1180-5867-730	4592039
			47,892.50	PO250530-003	6,450.00	01-6500-0-5750-1180-5867-730	4576191
			47,892.50	PO250530-004	7,350.00	01-6500-0-5750-1180-5867-730	4579082
			47,892.50	PO250530-005	4,500.00	01-6500-0-5750-1180-5867-730	4613471
			47,892.50	PO250530-006	8,062.50	01-6500-0-5750-1180-5867-730	4543528
			47,892.50	PO250530-007	10,580.00	01-6500-0-5750-1180-5867-730	4521734
W-975307	012072-01 CAREERSAFE LLC	10/03/2024	2,592.00	PO250437-001	2,592.00	01-6387-0-1110-1000-4300-331	CS-695898
W-975313	012076-01 CIS INC	10/03/2024	69,600.00	PO250146-001	12,300.00	21-9711-0-9645-8520-6290-103	FV MOD-10
			69,600.00	PO250146-002	8,700.00	21-9711-0-9645-8520-6290-103	FV MOD-11
			69,600.00	PO250147-001	24,600.00	21-9711-0-9640-8520-6290-101	EG - 003
			69,600.00	PO250147-002	24,000.00	21-9711-0-9640-8520-6290-101	EG - 004
W-975299	012082-01 MAC POLO	10/03/2024	300.00	PO250481-001	300.00	01-9335-0-1110-4200-5800-331	566
W-982256	012083-01 GUZMAN, VICTOR	10/29/2024	21.85	PO250587-001	21.85	01-0111-0-1110-1000-4300-211-0303	REIMB_10162024
W-980641	012085-01 MACHADO, JACQUEL	10/24/2024	16,500.00	PO250588-001	16,500.00	01-6500-0-5760-1180-5100-730	24-25 REIMB.
W-980610	012091-01 FRANCISCO LUENGO	10/24/2024	216.08	PV250292-001	216.08	01-0000-0-0000-7400-5800-750	REIMB_09262024
W-977176	012108-02 RELIAS LLC	10/10/2024	115.04	PO250294-004	115.04	11-3926-0-4110-1000-4300-561	SI-396519
W-979618	012145-01 NOR-CAL MOVING S	10/22/2024	16,188.10	PO250144-001	16,188.10	21-9711-0-9640-8520-6200-101	H0251244
W-974723	012159-01 AMERICAN FIDELIT	10/01/2024	2,045.00	PV250165-001	2,045.00	01-0000-0-0000-7300-5800-720	71864
W-975310	012171-01 JUE, JUSTIN	10/03/2024	186.54	PO250488-001	186.54	01-9547-0-1343-1000-4300-211	093024_REIMB.
W-977187	012179-01 NORTH COAST BACK	10/10/2024	3,198.50	PO250293-002	3,198.50	01-8150-0-0000-8110-5603-780	65

41 Cabrillo Unified School District **Fiscal Year: 2025**

Warrant/EFT	Vendor	Date	Amount	Reference	Payment	Fu Rs Y Goal Func Obj Sch Mgmt	Invoice #
W-974732	012185-01 CALIFORNIA HIGH	10/01/2024	159.00	PO250326-001	159.00	01-0000-0-0000-7150-5200-710	CALIFORNIA HIGH
W-979604	012187-01 FOUND. FOR CA CO	10/22/2024	418.38	PO250339-001	418.38	01-6010-0-1110-4000-5200-101	CAN/2025 SYMPOSI
W-982228	012194-01 BAGSINBULK	10/29/2024	1,909.70	PO250430-001	1,909.70	01-5634-0-1110-2490-4300-000	158841
W-978650	012195-01 HAPPY NUMBERS, I	10/17/2024	2,900.00	PO250507-001	2,900.00	01-3010-0-1110-1000-4300-105	116143
W-980629	012197-01 SWING EDUCATION	10/24/2024	28,440.00	PO250570-001	28,440.00	01-0000-0-0000-7111-5800-750	INV00826094
W-974744	012198-01 MURPHY PRINTING	10/01/2024	15,336.09	PV250171-001	15,336.09	01-0000-0-0000-7150-5800-710	36441
W-975309	012199-01 COMMUNITY SCH OF	10/03/2024	47,012.50	PO250471-001	47,012.50	01-0111-0-1110-1000-5800-740-0201	C2425-24
W-976340	012200-01 ELIZABETH VEACH	10/08/2024	84.42	TC250020-001	84.42	01-6500-0-5750-1190-5200-730	MILEAGE_SEPT2024
W-978665	012201-01 PACIFIC COAST AV	10/17/2024	13,547.53	PO250509-001	13,547.53	01-0000-0-0000-7110-4300-710	24-172
W-976365	012202-01 MORGAN DUNDAS	10/08/2024	2,134.86	PV250242-001	2,134.86	01-0000-0-0000-0000-8699-000	1032024_REIMB24
W-977174	012203-01 PAULA BUIDE	10/10/2024	834.62	PV250251-001	834.62	01-0000-0-0000-7400-5800-750	092624_REIMB
W-979610	012203-01 PAULA BUIDE	10/22/2024	50.58	PV250287-001	50.58	01-0000-0-0000-7400-5800-750	REIMB_10092024
W-980609	012205-01 CASE/CSTA	10/24/2024	310.00	PO250547-001	310.00	01-6266-0-1110-1000-5200-103	307210
W-978657	012206-01 ROBINSON INSTRUM	10/17/2024	313.14	PO250553-001	313.14	01-9547-0-1345-1000-4300-211	ROBINSON_082824
W-980611	012207-01 JUAN MAESTU-GALL	10/24/2024	840.62	PV250299-001	840.62	01-0000-0-0000-7400-5800-750	REIMB_09272024
W-980625	012208-01 MIREIA CANALS-RO	10/24/2024	873.61	PV250300-001	873.61	01-0000-0-0000-7400-5800-750	REIMB_10022024
W-982265	012211-01 RUTH HUARD	10/29/2024	15,328.00	PV250319-001	15,328.00	25-9010-0-0000-0000-8681-000	BLD2024-01077
W-982263	012212-01 CORPORATE FLEET	10/29/2024	21,246.22	PO250589-001	21,246.22	01-8150-0-0000-8110-6400-780	STOCK#: 7064789
W-982266	012212-01 CORPORATE FLEET	10/29/2024	22,000.00	PO250591-001	22,000.00	01-0000-0-0000-2421-6400-790	STOCK#: 706513
W-982259	012214-01 SHAMAYAH RAMOS-V	10/29/2024	4,793.03	PV250320-001	4,793.03	01-0000-0-0000-0000-8699-000	REISSUE PR CK

Warrant/EFT Count: 297 **Total Warrant/EFT Amount:** 2,129,434.92

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of Developer Fees Report for Fiscal Year 2023-24

BACKGROUND INFORMATION

Sections 66001 and 66006 of the Government Code require that Cabrillo Unified School District provide public information on impact fees received from new residential and commercial/industrial development to mitigate the impact of new development on the school facilities. The district currently collects statutory school fees pursuant to Education Code 17620.

School districts are authorized to levy fees on new development to fund the construction and reconstruction of the district's school facilities. The CUSD Developer Fees are collected and deposited into the CUSD Fund 25 and are earmarked for improvements to the CUSD facilities.

On May 11, 2023, the Governing Board authorized charging $4.79 per square foot for residential construction and $0.78 per square foot for commercial construction. Below is a 2023-24 report that summarizes the CUSD Fund 25 activity applying the Board-approved rates.

2023-2024 CUSD DEVELOPER FEES REPORT

In the 2023-2024 school year, CUSD collected $190,170.91 in developer fees.

Beginning Balance	$ 2,209,393.35
Interest	$ 128,741.35
Revenue	$ 190,170.91
Expenditures	$ 13,574.00
Ending balance	$ 2,514,731.61

FISCAL ANALYSIS

There is no financial impact on the General Fund. The collected CUSD Developer Fees are earmarked for improving CUSD facilities.

RECOMMENDATION

Approve as submitted.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Consent/Action
ITEM TITLE: Approval of Measure I Parcel Tax Annual Report 2023-24

BACKGROUND INFORMATION

Measure I was passed by the voters on November 5, 2019. This measure is a continuation of Measure B, which provided ongoing funding to preserve academic programs in our local schools.

Measure I will continue to provide funds to:

- Preserve strong academic reading, writing, math, and science programs
- Retain qualified teachers and staff
- Protect programs to keep struggling students on the right track
- Maintain and support classroom technology
- Keep all of the District's schools open

Fiscal Accountability to Keep Funds in the Classroom

- The independent citizen's oversight committee will continue to ensure all funds are spent as promised.
- None of the funds can be used for administrators' salaries, benefits, or pensions.

REPORT/PROPOSAL

Pursuant to the Local Agency Parcel Tax and Bond Accountability Act (Government Code 50075.3), please note that this Parcel Tax Report summarizes the historical and current fiscal year parcel tax levies, exemptions, expenditures, and other related data and information related to the administration of the tax.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Approve as submitted.

Fiscal Year 2023-24

PARCEL TAX REPORT

Cabrillo Unified School District

Education Special Tax Measure I

October 2024
Final Report

Tax Administrator:

SCIConsultingGroup
Public Finance Consulting Services

4745 Mangels Boulevard
Fairfield, California 94534
707.430.4300
www.sci-cg.com

(This Page Intentionally Left Blank)

Cabrillo Unified School District

Governing Board

Kimberly Hines, President
Carmen Daniel, Vice President
Lizet CortesMember
Mary Beth Alexander, , Member
Sophia Layne, Clerk

Superintendent

Amber Lee-Alva

Chief Business Officer

Jennifer Marsh

Special Tax Levy Administrator

Arcelia Herrera, SCI Consulting Group

Table of Contents

Cabrillo Unified School District ..... **i**
Table of Contents ..... **ii**
Executive Summary **1**
Fiscal Year 2023-24 Parcel Tax **2**
Parcel Tax Revenues 2
Projections for Fiscal Year 2024-25 ..... **3**
Administrative Requirements **4**
Taxable Parcels 4
Manner of Collection 4
Parcel Tax Exemptions 4
Delinquencies 6
Appropriations Limit 6
Auditor Filing and Reporting 6
Independent Citizen Oversight Committee 7
Appeals Procedure 7
Public Information 7
Exhibit A – 2023-24 Exemption Applications **8**
2023-24 Senior Exemption Application 9
2023-24 SSI & SSDI Exemption Application 10
2023-24 Contiguous Parcel Exemption Application 11
Appendix B – 2023-24 Measure I Parcel Tax Roll **12**

Executive Summary

On November 5, 2019, the voters in the Cabrillo Unified School District ("District") approved the Parcel Tax, Measure I – an eight-year $150 parcel tax that was set to start July 1, 2020, and end June 30, 2028.

Measure I also included provisions for an independent citizen oversight committee; an exemption for senior citizens; an exemption for supplemental security income (SSI) and social security disability insurance (SSDI); an application to exempt contiguous parcels; a commitment that no funds would be used for administrator salaries; and that all funds would stay in the community to promote student achievement. Specifically, the parcel tax proceeds will support the following purposes:

To preserve strong academic programs including science, math, reading and writing:

- To keep all schools open; and
- To retain qualified teachers and staff; and
- To maintain updated classroom technology.

Pursuant to the Local Agency Parcel Tax and Bond Accountability Act (Government Code § 50075.3.), this Parcel Tax Report ("Report") summarizes the historical and current fiscal year parcel tax levies, exemptions, expenditures and other related data and information related to the administration of the tax.

Fiscal Year 2023-24 Parcel Tax

Parcel Tax Revenues

There were 13,204 parcels within the boundaries of the District as of July 1, 2023. Of these, 11,804 parcels were taxable. The District received and approved 1,028 senior citizen exemptions, 56 exemptions for contiguous parcels, and two SSI/SSDI exemptions.

The total annual parcel tax submitted to the County for all taxable parcels within the District for fiscal year 2023-24 was $1,607,850.

Figure 1 represents the historical count of the taxable parcels, the senior citizen exemptions, SSI/SSDI, and the contiguous parcel exemptions since 2020-21.

Figure 1 - Summary of Historical Parcel Tax Levies

	Fiscal Year	Taxable Parcels	Senior Exemption	SSI & SSDI Exemptions	Contiguous Parcel Exemptions	Tax Units	Parcel Tax Rate	Total Parcel Tax revenue
Measure I	**2020-21**	11,841	940	2	76	10,822	$150.00	$1,623,300
Measure I	**2021-22**	11,835	970	3	58	10,803	$150.00	$1,620,450
Measure I	**2022-23**	11,832	985	1	60	10,787	$150.00	$1,618,050
Measure I	**2023-24**	11,805	1,028	2	56	10,719	$150.00	$1,607,850

Figure 2 provides the actual Parcel Tax levy expenditures for fiscal year 2023-24.

Figure 2 – Expenditures

Revenues		
Measure I - Cabrillo Parcel Tax [1]	$	1,592,627.60
Funded Project / Programs		
Teacher Salaries	$	868,626.17
Classified Salaries	$	376,248.65
Benefits	$	517,281.64
Supplies	$	-
Services	$	383.88
Transfer from General Fund	$	169,912.74
Ending Balance	$	-

[1] Expenditures are based on final parcel tax revenue less County collection costs and fees.

Projections for Fiscal Year 2024-25

Figure 3 provides a summary of the proposed parcel tax levy expenditures for FY 2024-25.

Figure 3 - Summary of Proposed Parcel Tax Expenditures

Beginning Balance		
Balance as of June 30, 2024	$	-
Revenues		
Measure I - Education Special Tax	$	1,610,000.00
Funded Project / Programs		
Teacher Salaries	$	838,354.00
Classified Salaries	$	418,304.00
Benefits	$	528,496.00
Supplies	$	-
Services	$	384.00
Transfer from General Fund	$	175,538.00
Preliminary Total	$	-

The Parcel Tax revenue amount submitted to the County for fiscal year 2024-25 is as follows.

Figure 4 - Summary of Parcel Tax Revenues

Fiscal Year	Taxable Parcels	Tax Units	Parcel Tax Rate	Total Parcel Tax revenue
2024-25	11,830	10,670	$150.00	$1,600,500

Administrative Requirements

Taxable Parcels

A taxable parcel is any unit of real property in the District that receives a separate tax bill for ad valorem property taxes from the County Tax Collector's Office. All property that is otherwise exempt from, or on which are levied no ad valorem property taxes in any year shall also be exempt from the parcel tax in such year.

Manner of Collection

The parcel tax is collected by the San Mateo County Tax Collector at the same time and in the same manner and is subject to the same penalties as ad valorem property taxes. Unpaid taxes bear interest at the same rate as the rate for unpaid ad valorem property taxes until paid.

The collection of the Parcel Tax shall not decrease the funds available from other sources of the District in any period from the effective date hereof.

Parcel Tax Exemptions

Senior Citizen Exemption

In order to provide tax relief to senior citizens in the community, any parcel owned and occupied by a person 65 years of age or older shall be exempt from the parcel tax upon proper application to the District and approval. An exemption shall be granted on any parcel owned by one or more persons aged 65 years or older as of July 1 of any applicable tax year who occupies said parcel as a principal residence, upon application for exemption and approval.

Supplemental Security Income & Social Security Disability Insurance Exemption

To provide tax relief to property owners in the community, any parcel owned and occupied by a person receiving Supplemental Security Income ("SSI") shall be exempt upon proper application to the District. The SSI Exemption deadline for FY 2023-24 was June 30, 2023. The SSI exemption deadline for subsequent years will be June 30 prior to the applicable tax year. SSI exemption forms will be made available at the District office and the District's website or through the parcel tax administrator.

Social Security Disability Insurance Exemption

To provide tax relief to property owners in the community, any parcel owned and occupied by a person receiving Social Security Disability Insurance ("SSDI") benefits, regardless of age and whose yearly income does not exceed 250 percent of the federal poverty guidelines issued by the United States Department of Health and Human Services, shall be exempt upon proper application to the District. The SSDI Exemption deadline for FY 2023-24 was June 30, 2023. The SSDI exemption deadline for subsequent years will be June 30 prior to the applicable tax year. SSDI exemption forms will be made available at the District office and the District's website or through the parcel tax administrator.

Contiguous Parcels Exemption

An exemption shall also be granted on any parcels which are contiguous, used solely for owner-occupied single-family residential purposes and held under identical ownership, upon approval of application for exemption. They shall be treated as a single parcel for purposes of this special tax.

Exemption Application Process

The deadline to file a senior citizen exemption and a contiguous parcel exemption for fiscal year 2023-24 was June 30, 2023. The senior exemption and contiguous parcel exemption deadline for subsequent years will be June 30 prior to the applicable tax year. Both exemption forms were available at the District office, the District's website or through the District's special tax administrator – SCI Consulting Group.

Parcel Tax Exemption Renewal Process

The District verified and renewed existing senior and SSI/SSDI exemptions and, if necessary, confirmed with the original applicant that they continued to own and occupy the property and/or were still eligible for SSI/SSDI. Exemptions for contiguous parcels must be renewed by the property owner on an annual basis.

Delinquencies

The District participates in the "Teeter Plan" with the County of San Mateo whereby the County pays all delinquent parcel taxes to the District and in return the County institutes collection proceedings and, when collected, keeps all delinquent payments with interest and penalties. This plan allows the District to maintain reliable parcel tax revenues and reduces the cost of collection. Contract to include in the Teeter Plan is at the option of the County. It is not anticipated that the County will discontinue the Teeter Plan unless the level of delinquencies becomes excessive. Delinquencies were 2.72% for fiscal year 2023-24, which is below the Teeter Plan upper threshold limit of 4% and, therefore, should continue to be closely monitored. See Figure 5 below:

Figure 5 - Summary of % of Unpaid Delinquencies

	As of June 30, 2024
Total Special Tax Levied	$1,564,125.00
Total Special Taxes Delinquent	$43,725.00
Percent of Special Tax Delinquent	2.72%

Appropriations Limit

Pursuant to Section 7902.1 of the California Government Code or any successor provision of law, the Board shall provide in each year for any increase in the District's appropriations limit as shall be necessary to ensure that parcel tax proceeds, and all qualified parcel tax levied by the District, may be spent for the authorized purposes.

Auditor Filing and Reporting

Parcel tax levies must be filed with the County Tax Collector in July. After submission of the parcel tax levies, the final levies should be confirmed with the County Auditor prior to the preparation of tax bills, which typically occurs in October. The parcel tax is collected by the County in two equal installments on the tax bills that are due on December 10 and April 10.

The FY 2023-24 parcel tax levies were submitted before the submission deadline of July 31, 2023 and confirmed with the County Tax Collector on the same day.

Independent Citizen Oversight Committee

To ensure additional accountability, the District has established an independent citizen oversight committee ("Committee"). The Committee is comprised of one representative from the business community; one from a senior citizens organization; two from represented bargaining units; and three selected by the Board, of which at least one has a child enrolled in a District school. The Committee will review expenditures and present an annual report.

Appeals Procedure

Any property owner who feels that the parcel tax levied on a subject property is in error as a result of incorrect information being used to apply the tax, may file a written appeal with the District or the District's special tax administrator - SCI Consulting Group. Any such appeal is limited to correction of a tax during the then-current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the District or SCI Consulting Group will promptly review the appeal and any information provided by the property owner. If the District or SCI Consulting Group finds that the tax should be modified, the appropriate changes shall be made to the parcel tax roll. If any such changes are approved after the tax roll has been filed with the County for collection, the District or SCI Consulting Group is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the District or SCI Consulting Group, shall be referred to the Governing Board and the decision of the Board shall be final.

Public Information

Taxpayers and other interested persons can obtain information regarding the parcel tax, parcel tax exemption status and other information by contacting the District's parcel tax levy administrator, SCI Consulting Group at telephone number (707) 430-4300 or (800) 273-5167. SCI Consulting Group's toll-free property-owner inquiry line is also included with property tax bills.

Exhibit A – 2023-24 Exemption Applications

To provide tax relief to senior citizens in the community, any parcel owned and occupied by a person 65 years of age or older shall be exempt upon proper application to the District. The exemption shall be available pursuant to procedures to be prescribed by the Board or otherwise as required by law or by the San Mateo County Tax Collector.

2023-24 Senior Exemption Application

APPLICATION FOR SENIOR EXEMPTION FROM MEASURE I PARCEL TAX – 2020 through 2028

To be completed by the person aged 65 or older as of June 1, who owns and **resides** at the property for which the exemption is claimed. **Deadline is June 30.**

Owner Name: _____
Last Name First Name Initial

_____ _____
Telephone Number Email Address*

_____
Street Address City State Zip

Assessor's Parcel Number: _____

* SCI Consulting Group will email you by July to let you know that the application has been reviewed and approved.

To apply for the exemption from the Measure I Parcel Tax, please check the appropriate boxes below and attach required documents **to verify proof of age and primary residence** (do not send originals):

☐ I have attached a COPY of my current property tax bill, and
☐ I have attached a COPY of identification (Driver's License or Medicare Card, etc.)

CABRILLO UNIFIED SCHOOL DISTRICT CONTINUING EXEMPT STATUS

An exemption application from a qualified applicant will provide an exemption for that tax year only. However, qualified senior applicants will not be required to resubmit a new senior exemption application for the duration of Measure I parcel tax years provided 1) the property was exempt in the immediately previous tax year, and 2) they continue to own and occupy the property. On an annual basis, the District will verify and renew existing exemptions and, if necessary, confirm with the original applicant that they continue to own and occupy the property.

I certify that I own and occupy the property listed above for which the parcel tax exemption is claimed. Under penalty of perjury, I declare that this claim (including the accompanying copies of proof documents) is, to the best of my knowledge, correct and complete.

Signature _____ *Date* _____

Please mail or deliver the completed form with the above documentation by **June 30** (of the current year) to:

Cabrillo Unified School District
Parcel Tax Exemption – Business Services
498 Kelly Avenue, Half Moon Bay, CA 94019

For more information regarding the exemption process, please check our website at www.cabrillo.k12.ca.us or call our parcel tax administrator: **SCI Consulting Group 1-800-273-5167**

2023-24 SSI & SSDI Exemption Application

APPLICATION FOR SUPPLEMENTAL SECURITY INCOME (SSI) & SOCIAL SECURITY DISABILITY INSURANCE (SSDI) MEASURE I PARCEL TAX – 2020 through 2028

To be completed by the person receiving SSI or SSDI regardless of age and who **owns** and **resides** at the property for which the exemption is claimed. **Deadline is June 30**.

Owner Name: _____
Last Name First Name Initial

_____ _____
Telephone Number Email Address*

_____
Street Address City State Zip

Assessor's Parcel Number: _____

* SCI Consulting Group will email you by July to let you know that the application has been reviewed and approved.

To apply for the SSI or SSDI exemption from the parcel tax, please check the appropriate boxes below and attach required documents **to verify proof of SSI or SSDI and primary residence** (do not send originals):

☐ I have attached a COPY of my current property tax bill, and
☐ I have attached a COPY of Benefits Verification Letter *

*A Benefits Verification Letter can be obtained by calling the Social Security Administration Office at (800)772-1213 or by visiting a local Social Security Administration Office. The letter must state which benefits are being received.

CABRILLO UNIFIED SCHOOL DISTRICT CONTINUING EXEMPT STATUS

An exemption application from a qualified applicant will provide an exemption for that tax year only. To continue to receive the SSI or SSDI exemption status, applicants will be required to submit a Benefits Verification Letter annually for requalification for each future tax year.

I certify that I own and occupy the property listed above for which the parcel tax exemption is claimed. Under penalty of perjury, I declare that this claim (including the accompanying copies of proof documents) is, to the best of my knowledge, correct and complete.

Signature _____ *Date* _____

Please mail or deliver the completed form with above documentation by **June 30** (of the current year) to:

Cabrillo Unified School District
Parcel Tax Exemption – Business Services
498 Kelly Avenue, Half Moon Bay, CA 94019

For more information regarding the exemption process, please check our website at www.cabrillo.k12.ca.us
or call our parcel tax administrator: **SCI Consulting Group 1-800-273-5167**

2023-24 Contiguous Parcel Exemption Application

ABATEMENT APPLICATION FOR CONTIGUOUS PARCELS FROM MEASURE I PARCEL TAX – 2020-2021

If you believe your parcels may qualify for the contiguous parcel abatement, please complete the following form:

An abatement must be requested each year and is due to the District Office annually, deadline is June 30.

NAME AS IT APPEARS ON THE PROPERTY TAX BILL: _____

_____ _____

TELEPHONE NUMBER EMAIL ADDRESS*

_____

STREET ADDRESS CITY STATE ZIP

_____

MAILING ADDRESS (IF DIFFERENT) CITY STATE ZIP

Please indicate the parcel or list of parcels for which you request that the parcel tax be abated by the Cabrillo Unified School District:

ASSESSOR'S PARCEL NO. (s):_____

* SCI Consulting Group will email you by July to let you know that the application has been reviewed and approved.

Parcels must be contiguous to a primary parcel to receive the contiguous abatement (and under same ownership and constitute one economic unit and cannot be sold or developed separately). Parcels that are in proximity of but not contiguous will not be granted an abatement unless the owner of the parcel chooses to have them combined or merged through the County, and submits a signed copy of one of one the following documents:

☐ COPY OF A *RECORDED NOTICE OF MERGER* **OR**

☐ COPY OF THE SIGNED *REQUEST FOR COMBINATION OF ASSESSED PARCELS* FORM

(available either at the San Mateo County Assessor's office or online at http://www.smcare.org/care/forms_index.asp)

Please contact the San Mateo County Mapping Section for questions about either of these forms at 650-599-1278.

I certify that the parcels listed are contiguous and constitute one economic unit, and are held under identical ownership.

_____ _____

Signature Date

Please mail or deliver the completed form with above documents by **June 30, 2020** to:

Cabrillo Unified School District –
Parcel Tax Exemption – Business Services
498 Kelly Avenue, Half Moon Bay, CA 94019

For more information regarding the exemption process, please check our website at www.cabrillo.k12.ca.us or call our parcel tax administrator: **SCI Consulting Group 1-800-273-5167**

Appendix B – 2023-24 Measure I Parcel Tax Roll

The tax roll listing the FY 2023-24 parcel taxes for all Assessors' parcels of land within the boundaries of the Cabrillo Unified School ("District") was filed with the County. Each lot or parcel listed on the Tax Roll is shown and illustrated on last year's County Assessor records and these records are, by reference, made part of this Report. These records shall govern all details concerning the description of the lots or parcels.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: October 10, 2024
TO: Members of the Governing Board
FROM: Jeff Harding, Ed.D., Interim Superintendent
CATEGORY: Consent/Action
ITEM TITLE: Approval of Regular and Special Governing Board Meetings Minutes

BACKGROUND INFORMATION

The Governing Board routinely reviews and approves minutes from all regular and special meetings.

REPORT/PROPOSAL

This board packet includes the unadopted minutes of the September 26, 2024, Special Board Meeting; the October 10, 2024, Regular Board Meeting; and the October 17, 28, and 29, 2024, Special Board Meetings for consideration.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

Staff recommends approval of the Governing Board meeting minutes as submitted.

Governing Board Work Study Session

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, September 26, 2024 • 6:30 p.m.

Cabrillo Unified School District Board Room, 498 Kelly Avenue, Half Moon Bay, California 94019

1. Opening Items

a. Call Public Session to Order

President Hines called the meeting to order at 6:30 p.m.

b. Roll Call / Quorum

Board Members Present:	Kimberly Hines, President Carmen Daniel, Vice President Lizet Cortes, Clerk (arrived at 6:43 p.m.) Mary Beth Alexander, Member Sophia Layne, Member
Administrators Present	Leticia Bhatia, Deputy Superintendent, Educational Services James Barnes, Director, Student Support Services

c. Pledge of Allegiance

President Kimberly Hines led the Pledge of Allegiance.

d. Approval of Agenda

Member Alexander made a motion to amend the agenda by removing Section 3, Closed Session, which includes Items 3c1, 1. Conference with Labor Negotiators (Government Code §54957.6) and 3c2, Public Employee Performance Evaluation (Government Code §54957). Motion seconded by Member Layne.

Motion (114): passed by a 4-0 vote.
Member Cortes—absent for vote on this item.

2. Work Study Session

a. Differentiated Assistance Study Session: Addressing Chronic Absenteeism and Academic Achievement

The study session discusses CUSD's Differentiated Assistance status, focusing on Chronic Absenteeism, Academic Performance, and targeted support for priority subgroups.

~~3. Closed Session~~

~~A. Identification of Closed Session Topics of Discussion~~

~~B. Public Comments on Closed Session Topics~~

~~C. Adjourn to Closed Session~~

~~1. Conference with Labor Negotiators (Government Code §54957.6)~~

- ~~District-designated representatives: Amber Lee-Alva, Superintendent~~
- ~~Employee organizations: Cabrillo Unified Teachers Association~~

~~2. Public Employee Performance Evaluation (Government Code §54957)~~

- ~~Title Superintendent~~

~~D. Adjourn Closed Session and Reconvene Open Session~~

~~4. Open Session~~

~~a. Closed Session Action Report~~

5. Closing Items

At 8:12 p.m., Member Layne moved to adjourn the Work Study Session. Member Cortes seconded the motion.

Motion (115): passed by a 5-0 vote.

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Jeff Harding, Ed.D., Interim Superintendent.

Certified by:

_____ _____

Lizet Cortes
Clerk to the Governing Board

Date

Regular Governing Board Meeting

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, October 10, 2024 • Public Session: 6:30 p.m.

Cunha Intermediate School • 600 Church Street, Half Moon Bay, California 94019

Video Recording on Pacific Coast TV YouTube Channel:

https://www.youtube.com/playlist?list=PLFUunuheJ0ZVRqCNQQy7IC-5fv3KEKlPr

1. OPENING ITEMS

a. Call Public Session to Order

President Hines called the meeting to order at 6:35 p.m.

b. Roll Call / Quorum

Board Members Present:	Kimberly Hines, President Carmen Daniel, Vice President Lizet Cortes, Clerk Mary Beth Alexander, Member Sophia Layne, Member Jamie Bikle, Student Board Member Martin Juarez, Student Board Member
Administrators Present:	Jennifer Marsh, Chief Business Officer Leticia Bhatia, Deputy Superintendent of Educational Services Bianca Forrester, Associate Superintendent of Human Recourses and Student Services

c. Pledge of Allegiance

Student Board Member Martin Juarez led the Pledge of Allegiance.

d. Approval of the Agenda

Staff requested an amendment of the agenda, revising the title of agenda Item 4.d from "*Public Disclosure of Collective Bargaining FY 24-25*" to "*Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining*."

Member Layne motioned to approve the agenda as amended. Member Cortes seconded the motion.

Motion (116): Passed by a 5-0 vote with Student Board Members Bikle and Juarez voting aye.

2. COMMUNICATIONS

a. Public Comments

The Board received one (1) comment on non-agenda topics or Consent Items during the in-person public comment session:

Ann Mori: Addressed concerns on swim program cancellation, requesting improved district communication and support for future programs

b. Employee Organizations Report

CUTA Representatives

CUTA President John Carey: Addressed the Board on teacher achievements, district goals, and the importance of Board support for healthcare and cost-of-living adjustment agenda items. He shared ideas on teacher retention, emphasized collaboration between the Board and teachers, and encouraged classroom visits to better understand teaching challenges and successes.

CSEA Representatives

CSEA President Holly Lynne: Announced an upcoming CSEA-hosted School Board candidate forum on October 23 to inform members about candidates' positions. She also provided updates on the executive board election process and acknowledged payroll technician Andrea Bower for her dedicated efforts in processing recent raises.

c. Board Members Report

Member Mary Beth Alexander: Highlighted ed100.org as a resource for understanding California school funding. She reminded attendees that monthly Board packets include a warrant report detailing non-payroll spending, offering transparency on expenditures for those interested in district financials.

Member Carmen Daniel: Passed on her report.

President Kimberly Hines: Shared details about an upcoming meeting on October 15th with superintendents and Board members to discuss forming an alliance among underfunded districts in the county. She thanked commenters for their input, invited collaboration with teachers, and recommended the League of Women Voters as a resource for election information.

Member Lizet Cortes: Commended Deputy Superintendent Leticia Bhatia for informative sessions on graduation pathways and encouraged parent involvement in district meetings. She thanked Half Moon Bay High School Principal Boysen for his support during the DELAC meeting, highlighted the value of swim programs, and advocated for greater use of local resources for student learning experiences.

Member Sophia Layne: Discussed recent state test score trends, highlighting other districts' successful strategies for academic improvement, and emphasized teacher and staff retention. She encouraged learning from innovative practices, acknowledged ongoing budget considerations, and shared her advocacy efforts. Layne also announced her weekly community office hours, inviting open discussions on educational topics with district members.

d. Student Board Member Report

Student Board Member Martin Juarez: Shared Pilarcitos High School updates and reported on events and activities at Hatch Elementary, Cunha Intermediate, and La Costa Adult School.

Student Board Member Jamie Bikle: Shared Half Moon Bay High School updates and reported on events and activities at El Granada Elementary, Farallone View Elementary, and Kings Mountain Elementary.

e. Superintendent Report

Associate Superintendent Bianca Forrester (on behalf of Superintendent Amber Lee-Alva): Expressed gratitude for reaching an agreement with certificated staff, allowing a focus on student learning and staff retention. She emphasized the importance of rebuilding trust and collaborative problem-solving, thanked the Board for its supportive role, and recognized efforts to create positive, welcoming learning environments in the district.

3. CONSENT AGENDA

a. Proclamation Endorsing November 2024 as National Native American Heritage Month
b. Ratification of the Approval of Half Moon Bay High Forestry Challenge Team to Santa Cruz Forestry Challenge, Loma Mar, California, October 9-12, 2024
c. Adoption of the Novel "The Hate U Give," by Angie Thomas, for English I at Half Moon Bay High School and Pilarcitos High School
d. Ratification of Expanded Learning Services Fee-Based Pilot Program for the 2024-25
e. Approval of Certificated Personnel Report
f. Approval of Classified Personnel Report
g. Approval of the Tentative Agreement between the Cabrillo Unified School District and the Cabrillo Unified Teachers Association
h. Approval of the Cabrillo Unified School District Updated Certificated Employee Salary Schedule
i. Approval of the Cabrillo Unified School District Updated Classified Employee Salary Schedule
j. Approval of the Cabrillo Unified School District Updated Certificated Employee Co-Curricular Salary Schedule
k. Approval of the Cabrillo Unified School District Updated Non-Bargaining Unit Employee Salary Schedule
l. Approval of the Cabrillo Unified School District Updated Management/Unrepresented Employee Salary Schedule
m. Approval of Donations to Cabrillo Unified School District
n. Approval of Warrant Register Report Processed
o. Approval of Quarterly Report on Williams Uniform Complaints
p. Approval of Superintendent Moving Expenses Reimbursement
q. Approval of Regular and Special Governing Board Meetings Minutes

Member Alexander motioned that the Consent Agenda be approved as presented. Motion seconded by Member Cortes.

ROLLCALL VOTE
Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

PREFERENTIAL VOTE
Jamie Bikle, Student Board Member—aye
Martin Juarez, Student Board Member—aye

Motion (117): Passed by a 5-0 vote.

At 7:14 p.m., President Hines called for a 10-minute recess. President Hines reconvened the meeting at 7:25 p.m.

Note: Student Board Member Juarez left the meeting at 7:24 p.m.

4. GENERAL BUSINESS

President Hines motioned to amend the agenda by postponing Item *4.a., Update on CUSD's Visual Arts and Performing Arts Programs*. The motion also allowed Bianca Forrester, Associate Superintendent of Human

Resources and Student Services, to comment on Superintendent Lee-Alva's behalf. Motion seconded by Member Daniel.

Motion (118): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Member—absent

~~a. Update on CUSD's Visual Arts and Performing Arts Programs~~ - Postponed

b. Lessons Learned Regarding Music Programming

Walter Anderson, Half Moon Bay High School Music Teacher, presented on the status of Music programming.

Member Layne motioned to amend the agenda by adding *Item 4.a., Update on CUSD's Visual Arts and Performing Arts Programs*, as the next item on the agenda. Motion seconded by President Hines.

Motion (118): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Member—absent

At 8:00 p.m., President Hines called for a 5-minute recess. President Hines reconvened the meeting at 8:05 p.m.

a. Update on CUSD's Visual Arts and Performing Arts Programs

Leticia Bhatia, Deputy Superintendent of Educational Services, provided an overview of Visual Arts and Performing Arts Programs (VAPA), the VAPA Master Plan, and the integration of Prop 28 and site plans.

c. Approval of Resolution 26-2024 Dual Enrollment and MOU Between Feather River College and Half Moon Bay High School (Non-CCAP Partnership for Animal Science Course)

Member Cortes motioned to approve Resolution 26-2024 Dual Enrollment and MOU Between Feather River College and Half Moon Bay High School (Non-CCAP Partnership for Animal Science Course). Motion seconded by Member Layne.

ROLLCALL VOTE
Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

PREFERENTIAL VOTE
Jamie Bikle, Student Board Member—aye

Motion (119): Passed by a 5-0 vote.
Martin Juarez, Student Board Member—absent

d. Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining

President Hines motioned to approve the Cabrillo USD Fiscal Year 2024-2025 Disclosure Collective Bargaining. Motion seconded by Member Cortes.

Motion (120): Lost, not voted.

Member Layne requested an amendment to the AB1200 form to include the stipends increase, health benefit costs, and to complete items 12.C and 12.E.

Member Layne motioned to approve the AB1200 form as amended. The motion was seconded by Member Alexander.

Motion (121): Passed by a 5-0 vote with Student Board Member Bikle voting aye.
Martin Juarez, Student Board Members—absent

e. Process and Development of the 2024-25 Fiscal Stabilization Plan

Jennifer Marsh, Chief Business Officer, and Jeff McFadden, CUSD Budget and Fiscal Services Consultant, provided an update on the district's fiscal outlook. They discussed the current financial status and outlined the next steps for developing a fiscal stabilization plan.

At 9:35 p.m., President Hines called for a 10-minute recess. President Hines reconvened the meeting at 9:45 p.m.

Note: Student Board Member Bikle left the meeting at 9:37 p.m.

At 9:36 p.m., President Hines motioned to extend the 10:00 p.m. curfew to 10:45 p.m. Motion not seconded.

Motion (122): Lost

Member Layne motioned to extend the 10:00 p.m. curfew to 11:00 p.m. Motion seconded by President Hines.

Motion (123): passed by a 5-0.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Member—absent

f. Revision of Resolution 23-2024 Approving the GANN Limit Increase for the 2024-25 Fiscal Year

Member Daniel motioned to approve the revision of Resolution 23-2024 Approving the GANN Limit Increase for the 2024-25 Fiscal Year as presented. Motion seconded by Member Cortes.

ROLLCALL VOTE
Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

Motion (124): Passed by a 5-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

g. Adoption of Resolutions 27-2024 Redefining the Uses of Fund 40

Member Layne proposed amendments to Resolution 27-2024 Redefining the Uses of Fund 40, which included authorizing a repayment plan once fiscal certification is "positive," removing certain phrases in Section 2, and specifying transfer authorization for the 2024-25 Fiscal Year with reporting requirements.

Member Layne motion to approve Resolutions 27-2024 Redefining the Uses of Fund 40 as amended. Motion Seconded by President Hines.

ROLLCALL VOTE
Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye

Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—aye

Motion (125): Passed by a 5-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

h. Cabrillo Unified School District Bond Program Update

Roger Anchartechahar, Senior Project Manager of Vanir Construction Management, provided an overview of bond-funded projects across the district, including the repair of a sinkhole at Half Moon Bay High School and the modernization projects at El Granada and Farallone View.

Note: Member Layne left the meeting at 10:13 p.m. due to a personal matter.

i. El Granada School Parking Lot Review and Recommendation

Member Cortes motioned to approve the removal of five 25-foot poles from the El Granada submitted design. Motion seconded by Member Daniel.

The Board received nine (9) comments on nonagenda topics or Consent Items via the Google Public Comment Request form. For access, please refer to the link provided below:

https://drive.google.com/file/d/1Cbr7TGXMnYsF2IjRzpmo2Se6BcAHW88H/view?usp=drive_link

Motion (126): Passed by a 4-0 vote.
Sophia Layne, Board Member—absent
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

j. Approval of Resolution 28-2024 to Repeal the Adoption of Emergency Resolution 25-2024

President Hines motioned to approve Resolution 28-2024 to Repeal the Adoption of Emergency Resolution 25-2024 as presented. Motioned seconded by Cortes.

ROLLCALL VOTE
Kimberly Hines, President—aye
Carmen Daniel, Vice President—aye
Lizet Cortes, Clerk—aye
Mary Beth Alexander, Member—aye
Sophia Layne, Member—absent

Motion (127): Passed by a 4-0 vote.
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

5. GOVERNANCE MATTERS

A. Board Discussion on Governing Board Operations

No discussion.

B. Board Discussion on Governing Board New Business

No discussion.

6. FUTURE EVENTS

President Hines provided a report on CUSD's future events.

7. CLOSED SESSION

President Hines motion to remove Closed Session Item 7.c.3 *Public Employee Performance Evaluation (Government Code §54957)*. Motion seconded by Member Daniel.

Motion (127): Passed by a 4-0 vote.
Sophia Layne, Member—absent
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

a. Identification of Closed Session Topics of Discussion

b. Public Comments on Closed Session Topics

None.

c. Adjournment to Closed Session

Board Members met privately for a Closed Session. Actions taken during the Closed Session are reported under the "Closed Session Action Report."

1. Conference with Legal Counsel - Existing Litigation (Government Code § 54956.9(d)(2)

   - **Case 1:** Student 92624A / Cabrillo Unified School District (student name withheld to protect confidentiality)
   - **Case 2:** Student 92624B / Cabrillo Unified School District (student name withheld to protect confidentiality)

2. Public Employee Discipline/Dismissal/Release (Government Code §54957)

~~3. Public Employee Performance Evaluation (Government Code §54957)~~ - REMOVED

~~Title: Superintendent~~

d. Adjourn Closed Session and Reconvene Open Session

8. OPEN SESSION RECONVENING

a. Closed Session Action Report

The Governing Board met in Closed Session and took the following action:

Student 92624A / Cabrillo Unified School District (student name withheld to protect confidentiality)

Member Cortes motioned to approve the Settlement Agreement for Student 92624A. Motioned seconded by President Hines.

Motion (128): Passed by a 4-0 vote.
Sophia Layne, Member—absent

Student 92624B / Cabrillo Unified School District (student name withheld to protect confidentiality)

Member Cortes motioned to approve the Settlement Agreement for Student 92624B. Motioned seconded by President Hines.

Motion (129): Passed by a 4-0 vote.
Sophia Layne, Member—absent

9. CLOSING ITEMS

a. Adjourn Meeting

Member Cortes moved to adjourn the October 14, 2024, Board Meeting at 11:00 p.m. Motion seconded by President Hines.

Motion (130): Passed by a 4-0 vote.
Sophia Layne, Member—absent
Jamie Bikle, Student Board Member—absent
Martin Juarez, Student Board Members—absent

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Dr. Jeff Harding, Interim Superintendent.

Certified by:

_____ _____

Lizet Cortes
Clerk to the Governing Board

Date

Special Governing Board Meeting Closed Session

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Thursday, October 17, 2024 • 6:30 p.m.

Cabrillo Unified School District Board Room, 498 Kelly Avenue, Half Moon Bay, California 94019

1. Opening Items

a. Call Public Session to Order

President Hines called the meeting to order at 6:36 p.m.

b. Roll Call / Quorum

Board Members Present: Kimberly Hines, President
Carmen Daniel, Vice President
Mary Beth Alexander, Member
Sophia Layne, Member

c. Pledge of Allegiance

President Kimberly Hines led the Pledge of Allegiance.

d. Approval of Agenda

Member Alexander moved to approve the agenda as presented. Motion seconded by Member Layne.

Motion (131): passed by a 4-0 vote.
Member Cortes—absent.

3. Closed Session

A. Identification of Closed Session Topics of Discussion

B. Public Comments on Closed Session Topics

None.

C. Adjourn to Closed Session

2. Public Employee Performance Evaluation (Government Code §54957)

- Title Superintendent

D. Adjourn Closed Session and Reconvene Open Session

4. Open Session

a. Closed Session Action Report

President Hines reported no action taken in Closed Session.

5. Closing Items

At 7:30 p.m., Member Alexander moved to adjourn the meeting. Member Layne seconded the motion.

Motion (132): passed by a 4-0 vote.
Member Cortes—absent

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Dr. Jeff Harding, Interim Superintendent.

Certified by:

_____ _____
Lizet Cortes Date
Clerk to the Governing Board

Special Governing Board Meeting Closed Session

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Monday, October 28, 2024 • 5:00 p.m.

Cabrillo Unified School District Board Room, 498 Kelly Avenue, Half Moon Bay, California 94019

1. Opening Items

a. Call Public Session to Order

President Hines called the meeting to order at 5:04 p.m.

b. Roll Call / Quorum

Board Members Present: Kimberly Hines, President
Carmen Daniel, Vice President
Lizet Cortes, Clerk
Mary Beth Alexander, Member
Sophia Layne, Member

c. Pledge of Allegiance

President Kimberly Hines led the Pledge of Allegiance.

d. Approval of Agenda

Member Cortes moved to approve the agenda as presented. Motion seconded by Member Daniel.

Motion (133): passed by a 5-0 vote.

3. Closed Session

A. Identification of Closed Session Topics of Discussion

B. Public Comments on Closed Session Topics

None.

C. Adjourn to Closed Session

2. Public Employee (Government Code §54957)

- Title Superintendent

D. Adjourn Closed Session and Reconvene Open Session

4. Open Session

a. Closed Session Action Report

President Hines reported no action taken in Closed Session.

5. Closing Items

At 6:40 p.m., Member Alexander moved to adjourn the meeting. Member Layne seconded the motion.

Motion (134): passed by a 5-0 vote.

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Dr. Jeff Harding, Interim Superintendent.

Certified by:

_____ _____

Lizet Cortes
Clerk to the Governing Board

Date

Special Governing Board Meeting Closed Session

(Unadopted) Meeting Minutes

CABRILLO UNIFIED SCHOOL DISTRICT

Tuesday, October 29, 2024 • 5:00 p.m.

Cabrillo Unified School District Board Room, 498 Kelly Avenue, Half Moon Bay, California 94019

1. Opening Items

a. Call Public Session to Order

President Hines called the meeting to order at 5:05 p.m.

b. Roll Call / Quorum

Board Members Present: Kimberly Hines, President
Carmen Daniel, Vice President
Mary Beth Alexander, Member
Sophia Layne, Member

c. Pledge of Allegiance

Member Layne led the Pledge of Allegiance.

d. Approval of Agenda

Member Layne moved to approve the agenda as presented. Motion seconded by Member Daniel.

Motion (135): passed by a 4-0 vote.
Member Cortes—absent.

3. Closed Session

A. Identification of Closed Session Topics of Discussion

B. Public Comments on Closed Session Topics

None.

C. Adjourn to Closed Session

2. Public Employee (Government Code §54957)

- Title: Interim Superintendent

D. Adjourn Closed Session and Reconvene Open Session

4. Open Session

a. Closed Session Action Report

President Hines reported the following action taken in Closed Session:

The CUSD Governing Board met in closed session to appoint Dr. Jeff Harding as interim superintendent. While Superintendent Lee-Alva is on an approved leave of absence, the appointment of the Interim Superintendent is intended to ensure the smooth continuity of District operations. The Board will consider the ratification of the contract for the Interim Superintendent at our next regular Board meeting in accordance with the Brown Act. If all goes well, Dr. Harding will be here on Thursday.

5. Closing Items

At 5:37 p.m., Member Alexander moved to adjourn the meeting. Member Daniel seconded the motion.

Motion (136): passed by a 4-0 vote.
Member Cortes—absent.

Minutes prepared by Rosibel Acosta, Administrative Assistant to the Superintendent.

Minutes presented by Dr. Jeff Harding, Interim Superintendent.

Certified by:

_____ _____
Lizet Cortes Date
Clerk to the Governing Board

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent of Educational Services
Erin O'Connor-Brown, El Granada Elementary
CATEGORY: Presentation
ITEM TITLE: El Granada Elementary School Presentation

BACKGROUND INFORMATION

Tonight, El Granada Elementary School teacher-leader Erin O'Connor-Brown will provide an overview of the school's unique site-based programs and services.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

A place where all children dream and achieve!

El Granada Elementary School

Erin O'Connor Brown, Principal

Governing Board Meeting

November 14, 2024

AGENDA

1. School Overview
2. Data Overview by Subgroup (EL, SPED, Low-Socioeconomic, ethnicity, etc)
   a. Attendance Data, Suspensions, and Expulsions
   b. SEL Data
   c. State Assessments (ELPAC, CAASPP, CAST, CSA (only for Hatch, Cunha, and HMBHS)
   d. RFEP Data
3. CA Dashboard School Overview
4. Enrichment Learning Opportunities (STEM/STEAM/VAPA/Environmental Sustainability, etc)
5. SPSA Overview
   a. 3 glows (aka success)
   b. 1 grow (aka areas of improvement)
6. Other

El Granada Elementary School

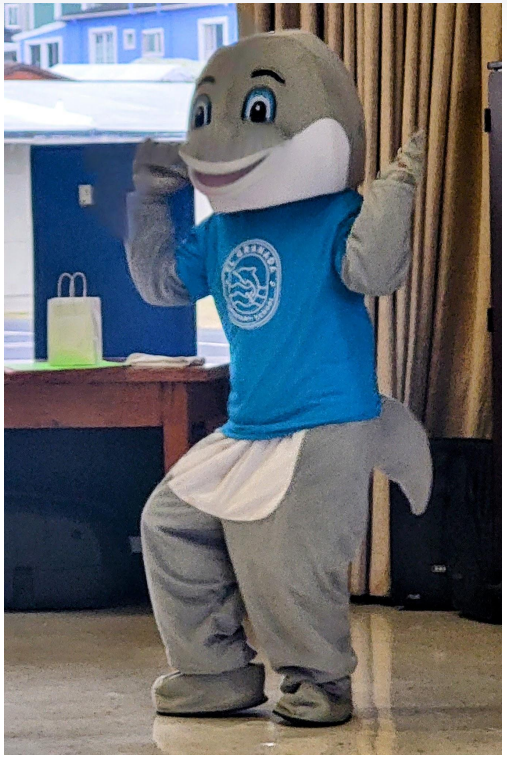
We are a diverse school community that fosters the academic and social development of each student.







Dolphin Nation



We **SWIM** with the dolphins:

- We are ***S***afe,
- We ***W***ork hard,
- We are ***I***nclusive
- We ***M***ake good choices

2023-2024 School Enrollment Breakdown

Current Student Enrollment: 328*

*As of 10/24/2024

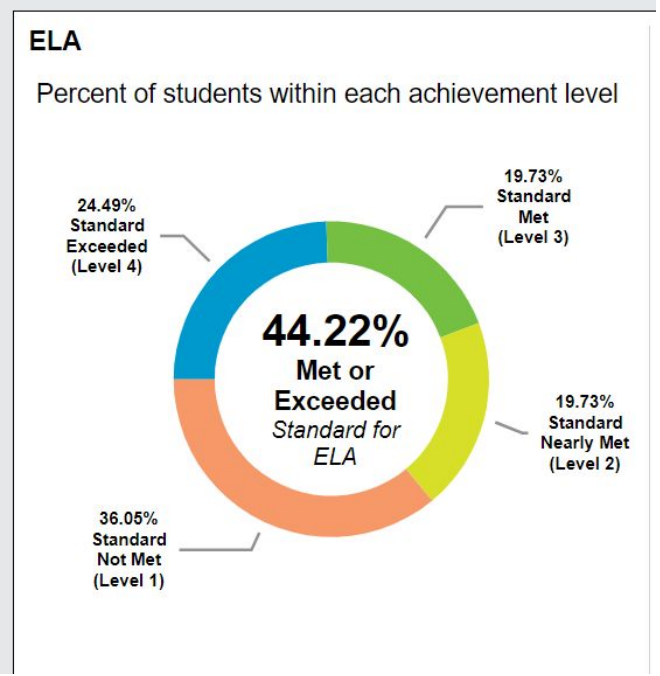
Subgroup	Enrollment
Total	335
English Learners	70
Students with Disabilities	57
Socio-Economically Disadvantaged	128
Latinx/Hispanic	171
White	137

Based on CALPADS data from 1/28/24

Data Overview - CAASPP ELA 2023-2024

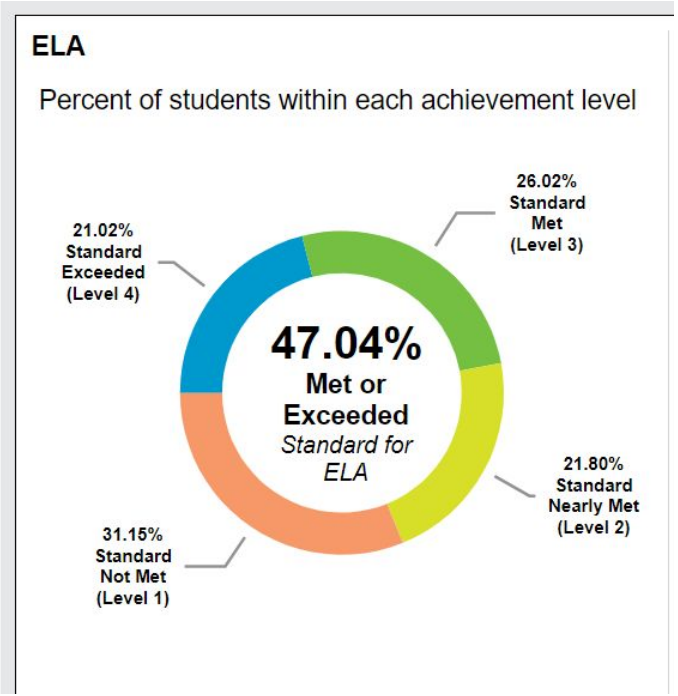
El Granada Elementary School

6% increase from 22-23



State of California

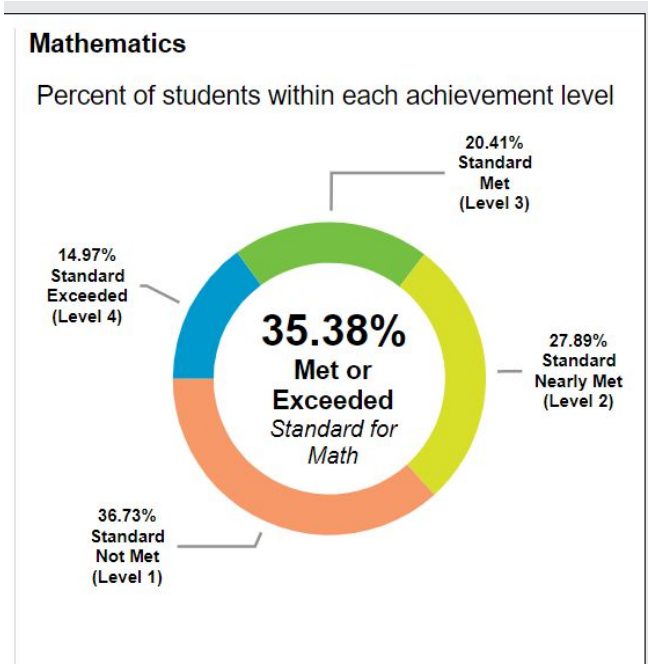
Same as 22-23 (47.06%)



Data Overview - CAASPP Math 2023-2024

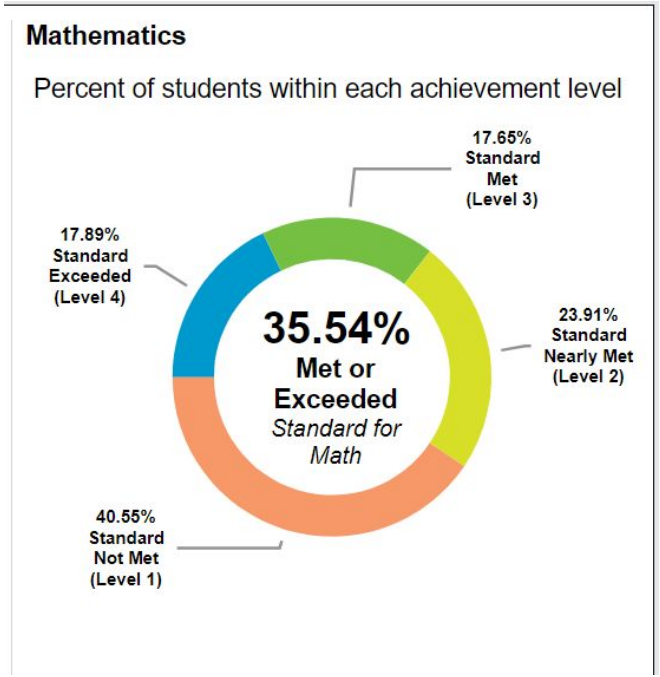
El Granada Elementary School

3% increase from 23-24



State of California

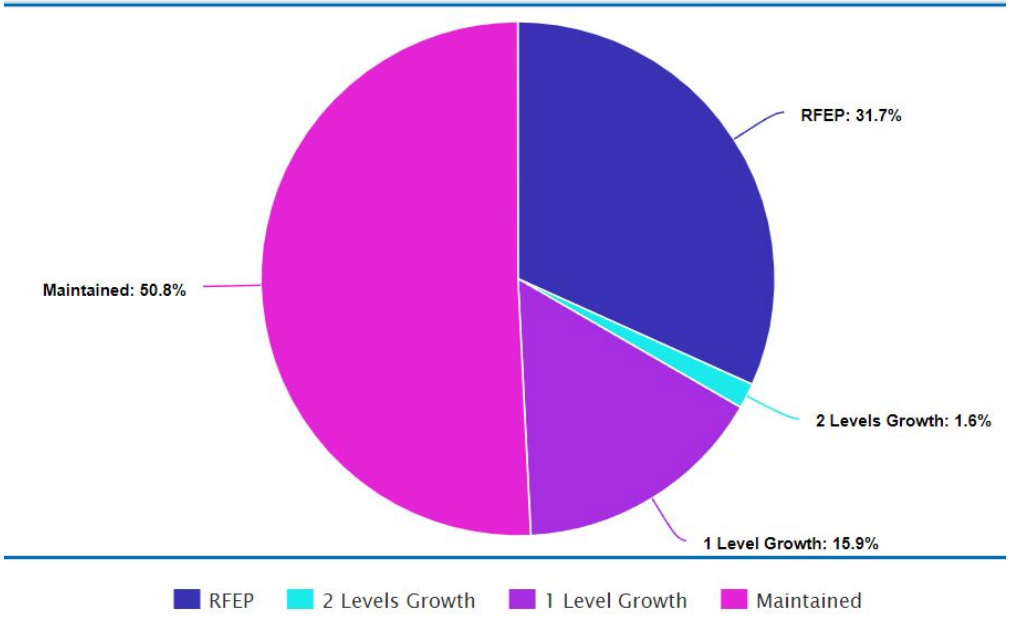
2% increase from 23-24



Data Overview - ELPAC

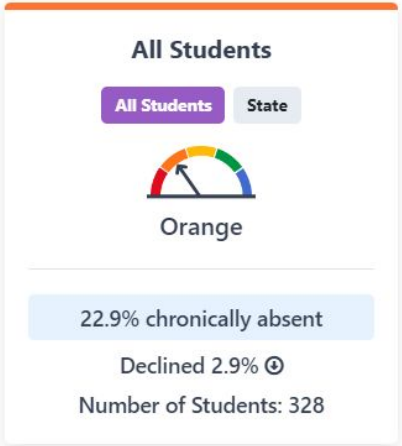
Results	2022-23	2023-24
RFEP	11	20
2 Levels Growth	5	1
1 Level Growth	17	10
Maintained	39	33

Overview



Attendance/ Chronic Absenteeism data

CA Dashboard 2023



Chronic Rate:

21.81% 2022-23

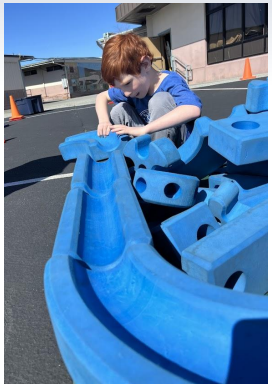
16.18% 2023-24

*District Data

DataQuest 5x5 Report card 2023

LEVEL	INCREASED SIGNIFICANTLY *from Prior Year (by 3.1 p.pts or more)*	INCREASED *from Prior Year (by 0.5 p.pts to 3.0 p.pts)*	MAINTAINED *from Prior Year (declined or increased by 0.4 p.pts or fewer)*	DECLINED *from Prior Year (by 0.5 p.pts to 2.9 p.pts)*	DECLINED SIGNIFICANTLY *from Prior Year (by 3.0 p.pts or more)*
VERY LOW *2.5% or less in Current Year*	Yellow (None)	Green (None)	Blue (None)	Blue (None)	Blue (None)
LOW *2.6% to 5.0% in Current Year*	Orange (None)	Yellow (None)	Green (None)	Green (None)	Blue (None)
MEDIUM *5.1% to 10.0% in Current Year*	Orange (None)	Orange (None)	Yellow (None)	Green (None)	Green (None)
HIGH *10.1% to 20.0% in Current Year*	Red (None)	Orange ▪ White	Orange (None)	Yellow (None)	Yellow (None)
VERY HIGH *20.1% or greater in Current Year*	Red (None)	▪ Students with Disabilities	Red (None)	Orange ▪ All Students (School Placement) ▪ English Learners ▪ Socioeconomically Disadvantaged	Yellow Hispanic

Special Education & Inclusion





- 2 Special Day Classes (SDC)
  - Tk-1
  - 2-5
- 1.5 RSP teachers (Resource Specialist Program)
- Serve 42 students with IEPs requiring Specialized Academic Instruction

(not counting speech only IEPs)





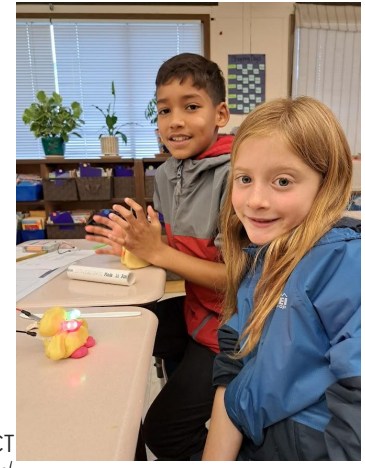


STEAM Enrichment & Learning Opportunities

- Miss Maker TK-5
- Herpetology Heroes series- 4th grade
- 5th Grade Science
- Arts & Sciences Week TK-5













CUSD CABRILLO UNIFIED SCHOOL DISTRICT
A place where all children dream and achieve!

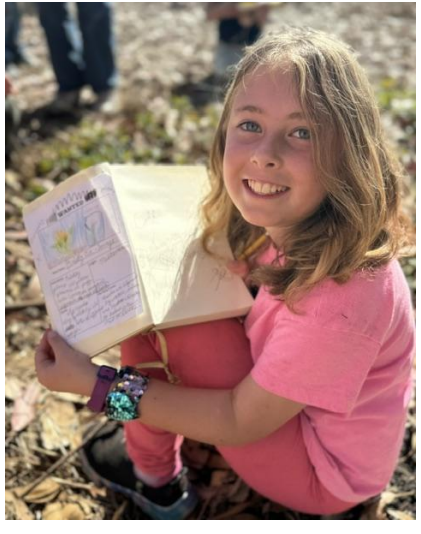
Environmental Education

Junior Land Stewardship Program - 4th Grade Students

HEAL Project - 2nd & 3rd Grade Students













CUSD CABRILLO UNIFIED SCHOOL DISTRICT
A place where all children dream and achieve!

Enrichment Learning Opportunities Tk-5

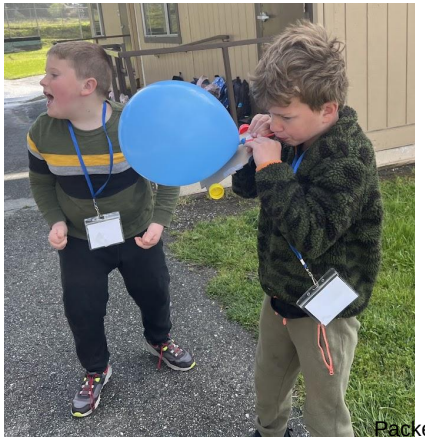


- VAPA/ALAS Collaboration
- CSMA music instruction
- Art in Action
- Arts & Sciences Week









After School Opportunities
Dolphin Club & TK Club











CUSD CABRILLO UNIFIED SCHOOL DISTRICT
A place where all children dream and achieve!

SPSA Overview



Glows

- ★ 6% increase in ELA CAASPP data.
- ★ Continued work with Restorative Practices and PBIS to enhance our behavior management system. PBIS silver level status. Growing SEL integration
- ★ 20 RFEP students and 11 English Learner students moved up at least one ELPAC level.
- ★ Building community partnerships to bring STEAM opportunities to EG and CUSD at large- Miss Maker, Herpetology Heroes (now at Hatch as well).



Grows

- ★ Continuing to build fidelity to curriculum and increase Tier I strategies to improve student outcomes for all students at El Granada with a specific focus on At Promise.

Questions?



Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Leticia Bhatia, Ed.D., Deputy Superintendent, Educational Services
CATEGORY: Presentation
ITEM TITLE: Update on the California Assessment of Student Performance and Progress (CAASPP) 2023-24 Data Results

BACKGROUND INFORMATION

Annually, the California Department of Education provides data results on the California Assessment of Student Performance and Progress (CAASPP) through the California School Dashboard that goes beyond test scores alone and gives a complete picture of how school districts are meeting the needs of all students. Some of the Dashboard data is shared in this report to provide the Board of Education, our staff, and the community with meaningful information on individual school and district progress so we continue to make informed decisions about how to improve student learning for all. The complete California School Dashboard has been released. Currently, these goals and improvement measures are anchored in our Local Control and Accountability Plan (LCAP), Single Plans for Student Achievement (SPSAs), and our professional learning activities that have been planned throughout the year.

The Dashboard reflects CAASPP data in several priority areas, including academic performance, English learner progress, chronic absenteeism, graduation rates, suspension rates, and college and career readiness, all of which can be analyzed through the filters of district, school, and student group performance. The Dashboard also includes local measures (such as basic services and conditions, family engagement, access to a broad course of study, and school climate) that reflect data provided by districts.

The purpose of this report to the Governing Board is to highlight the most recent California Assessment of Student Performance and Progress (CAASPP) data reflecting subgroup performance during the Spring 2024 assessment administration window. The proposed systems, using the Continuous Improvement framework, will illustrate how the District is positioned to change the trajectory for our students through strategic planning and an informed and consistent data inquiry cycle at the site and district level. Using our data, we can pinpoint specific areas for improvement and make needed adjustments to our LCAP, site plans, and professional learning focus to support the implementation of promising practices for all.

As part of the release of the CAASPP results, the CDE identifies school districts that are eligible for differentiated assistance. Districts qualify for this targeted assistance when at least one student group lands in the red - or lowest category - for two different priority areas. Cabrillo Unified will likely continue to qualify for differentiated assistance this year in the areas of Academic (ELA and Math) and Suspension for three key student subgroups: English Language Learners, Hispanic/Latino/Latinx, and Socioeconomically Disadvantaged. This identification will provide the opportunity for the District to partner with SMCOE on building strategic initiatives to address our student performance and build stronger systems of support for all.

Through the ongoing work of the District's Multi-Tiered Systems of Support, this report will share key highlights of the work for 2024-25 and our guiding principles as we plan for our work to improve student achievement moving forward. The District will work collaboratively across departments to ensure that the instructional work is aligned with goals and appropriate resources can be identified and allocated as needed. The report will spotlight the data, its effects, and the District's imperative to align systems of support for all students and build stronger foundational

instruction through Inclusive Early Childhood Education expansion, Restorative Practices, implementation of CUSD's English Language Development Master Plan, improved literacy instruction through early identification of students with reading difficulties for targeted intervention, full-day kindergarten and transitional kindergarten programs, designated professional learning, and work to expand our understanding of equity in building welcoming environments where all students will thrive.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

A place where all children dream and achieve!

CAASPP and ELPAC Summative Spring 2024 Students Scores Data Presentation

Dr. Leticia Bhatia, Deputy Superintendent of Educational Services

Governing Board Meeting | November 14, 2024

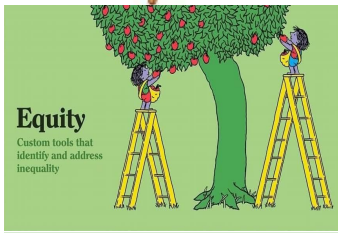
AGENDA

- Overview of the Spring 2024 Student Results on the:
  - English Language Proficiency Assessment of California (ELPAC) Summative
  - Smarter Balanced Summative Assessments in ELA and Math (CAASPP ELA & Math)
  - California Science Assessment (CAST)
- Actions and Services Supporting Achievement Gaps

CUSD STRATEGIC PLAN

ACADEMIC IMPROVEMENT





FOCUS ON EQUITY

WHOLE CHILD





SUSTAINABILITY

CUSD GOALS VISUAL

KEY PERFORMANCE INDICATORS (KPIs)

✅On Track to Reach Goals

10. 12th Grade Graduate Student Readiness | A-G Requirements and Graduation Rates (Data Source: SIS System)

✅ **9. 11th Grade Academic Readiness |** ELA/Math CAASPP Assessments & Physical Education Data **(Data Source: CAASPP & SI System)**

8. 10th Grade Student Engagement | Expulsion Data , Suspension Data & Attendance Data (Data Source: SIS System & CA Dashboard)

7. 9th Grade Algebra Readiness | Algebra Course Enrollment & Student Grades (Mathematics Data) (Data Source: SIS System)

✅ **6. 7th Grade English Language Readiness |** English Language Arts, English Language Proficiency Assessment for California (ELPAC), & Reclassification Rate (RFEP) **(Data Source: SBAC, ELPAC & SIS)**

✅ **5. 6th Grade Mathematics Readiness |** CAASPP SBAC Math Assessment (Data **Source: CAASPP & CA Dashboard)**

✅ **4. 5th Science Readiness |** CAASPP CA Science Test (**Data Source: CAASPP & CA Dashboard)**

3. 4th Grade Mathematics Readiness | CAASPP Mathematics Scores **(Data Source: CAASPP & CA Dashboard)**

2. 3rd Grade English Language Readiness | English Language Arts, English Language Proficiency Assessment for California (ELPAC), Dibels 8, & Reclassification Rate (RFEP) **(Data Source: SBAC, ELPAC & SIS)**

1. Transitional Kinder & Kindergarten Readiness | Brigance Early Literacy Screener Assessment (Data Source: Brigance and Dibels 8)

FOCUS ON EQUITY

ACADEMIC IMPROVEMENT

SUSTAINABILITY

WHOLE CHILD

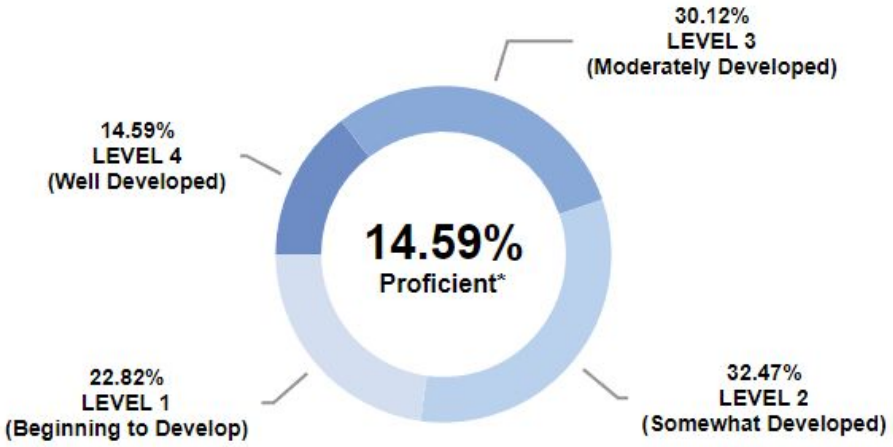
English Language Proficiency Assessment for California (ELPAC)



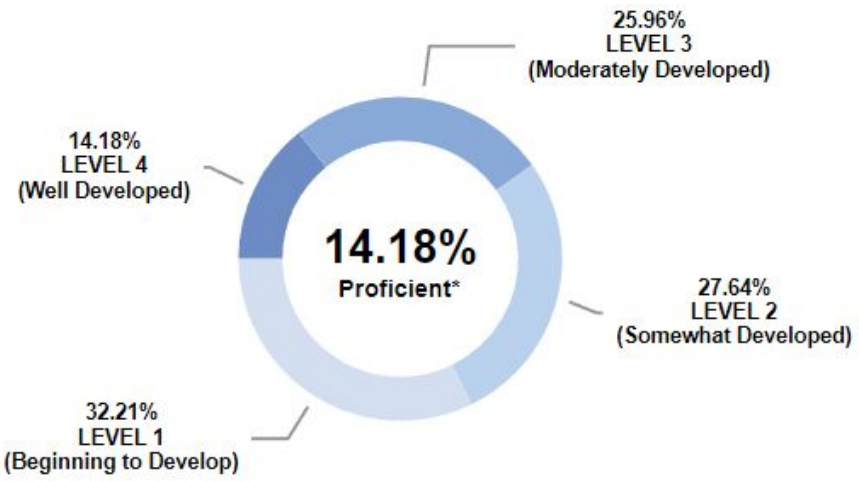
English Proficiency for Summative ELPAC Performance Level Comparison

EL Student scores slightly declined by 0.41%

Spring 2023



Spring 2024



Spring 2024 Summative ELPAC Test Results What the Data Show Us?

Performance Level	4		5		6		7		8	
	2023	2024	2023	2024	2023	2024	2023	2024	2023	2024
Level 4	16.28%	11.90%	13.04%	34.48%	27.59%	28.95%	42.86%	43.75%	40.00%	4.35%
Level 3	44.19%	38.10%	43.48%	20.69%	31.03%	44.74%	14.29%	18.75%	20.00%	47.83%
Level 2	23.26%	19.05%	39.13%	34.48%	24.14%	18.42%	32.14%	31,25%	12.00%	8.70%
Level 1	16.28%	30.95%	4.35%	10.34%	17.24%	7.89%	10.71%	6.25%	28.00%	39.13%

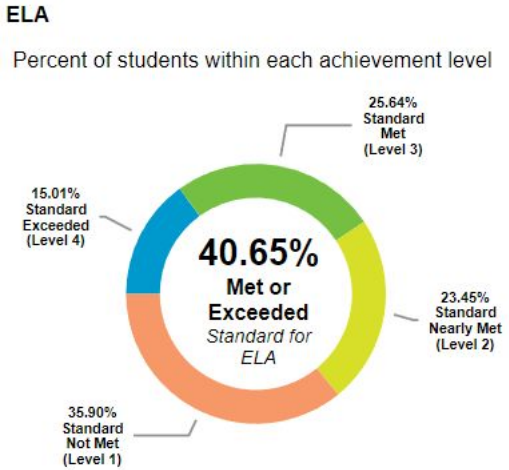
- More EL students reached **Reclassification to English Fluent Proficient** in 5th, 6th and 7th grade
- Meeting **KPI's 6**. 7th Grade English Language Readiness

CAASPP for English Language Arts, Mathematics & Science CUSD Overall Student Results

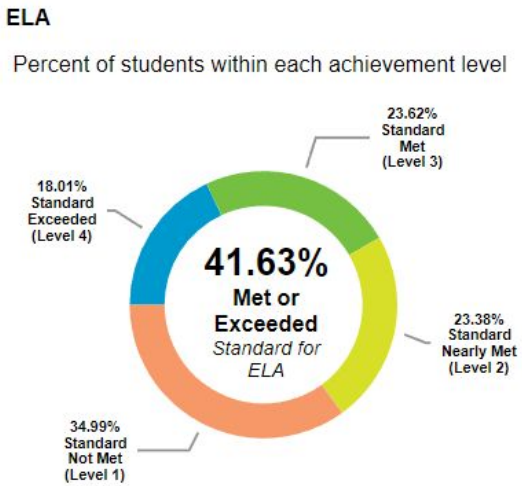


English Language Arts (ELA)
Test Results at a Glance
Overall Performance Level Comparison

Spring 2023

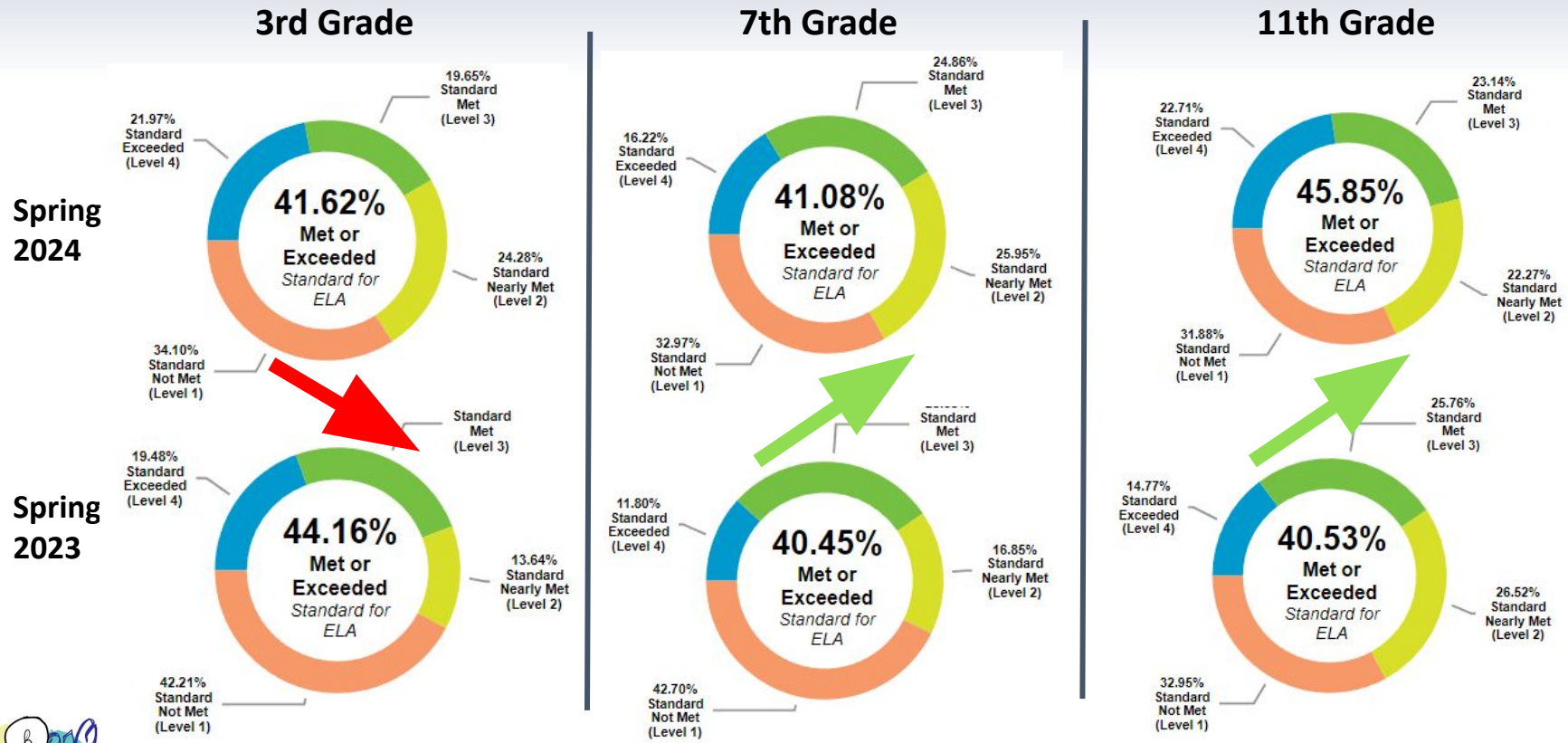


Spring 2024



Overall, CAASPP Performance in ELA at CUSD minimally increased by 1%

English Language Arts (ELA) Test Results for 3rd, 7th and 11th grade Performance Level Comparison

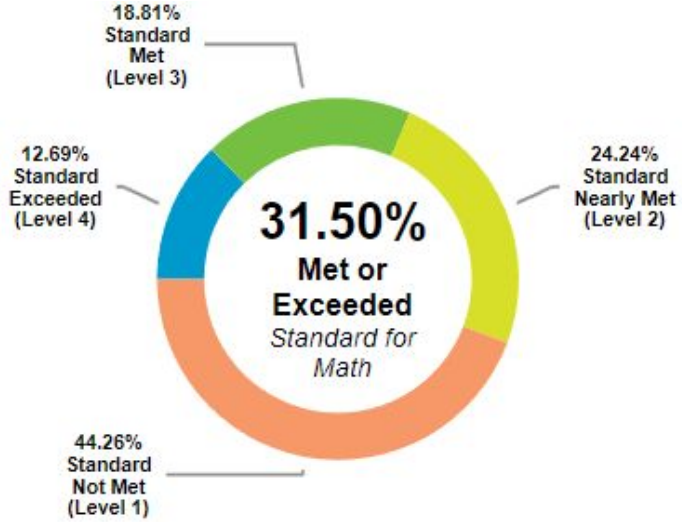


Minimal increase in 7th grade (0.63% ⬆️) and 11th grade (5.32% ⬆️) Met or Exceeded proficiency performance level on ELA.
3rd grade performance decreased by 2.54% ⬇️ compared to Spring 2023.

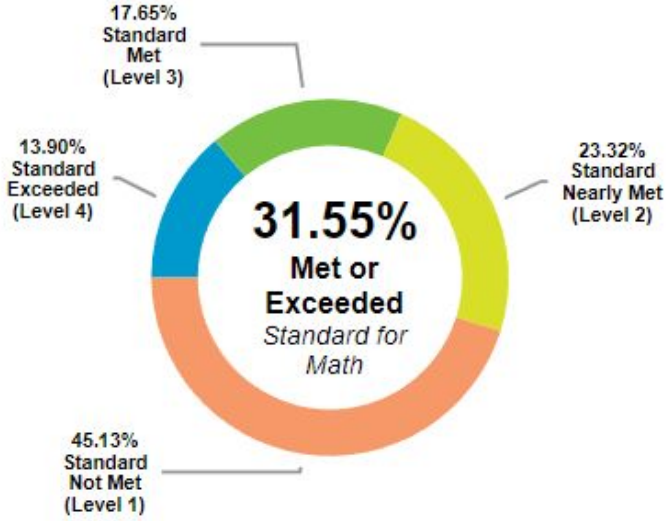
Mathematics Test Results at a Glance
Performance Level Comparison

Students scores remain slightly equal

Spring 2023

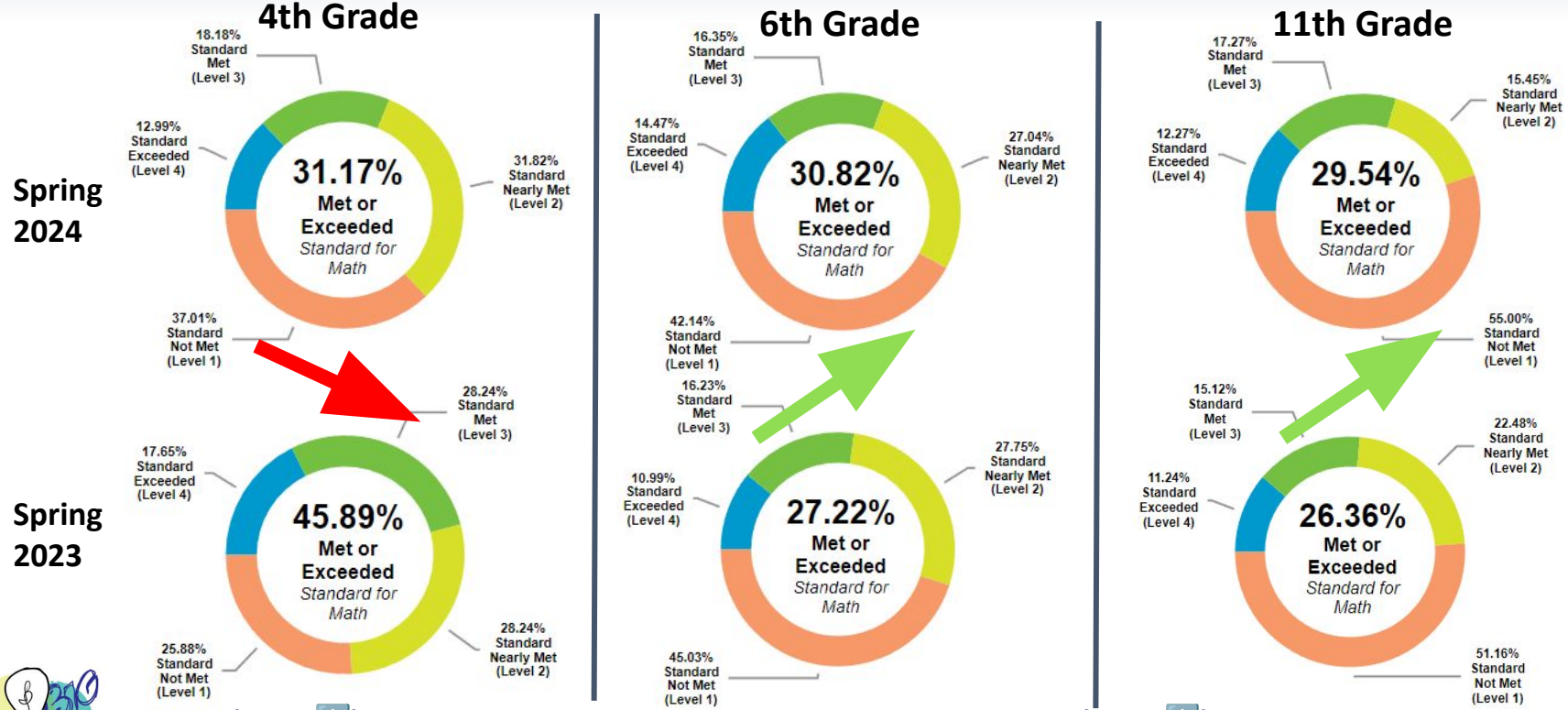


Spring 2024



Overall, CAASPP Performance in Mathematics minimally increased (0.05%⬆️).

Math Test Results for 4th, 6th and 11th grade Performance Level Comparison

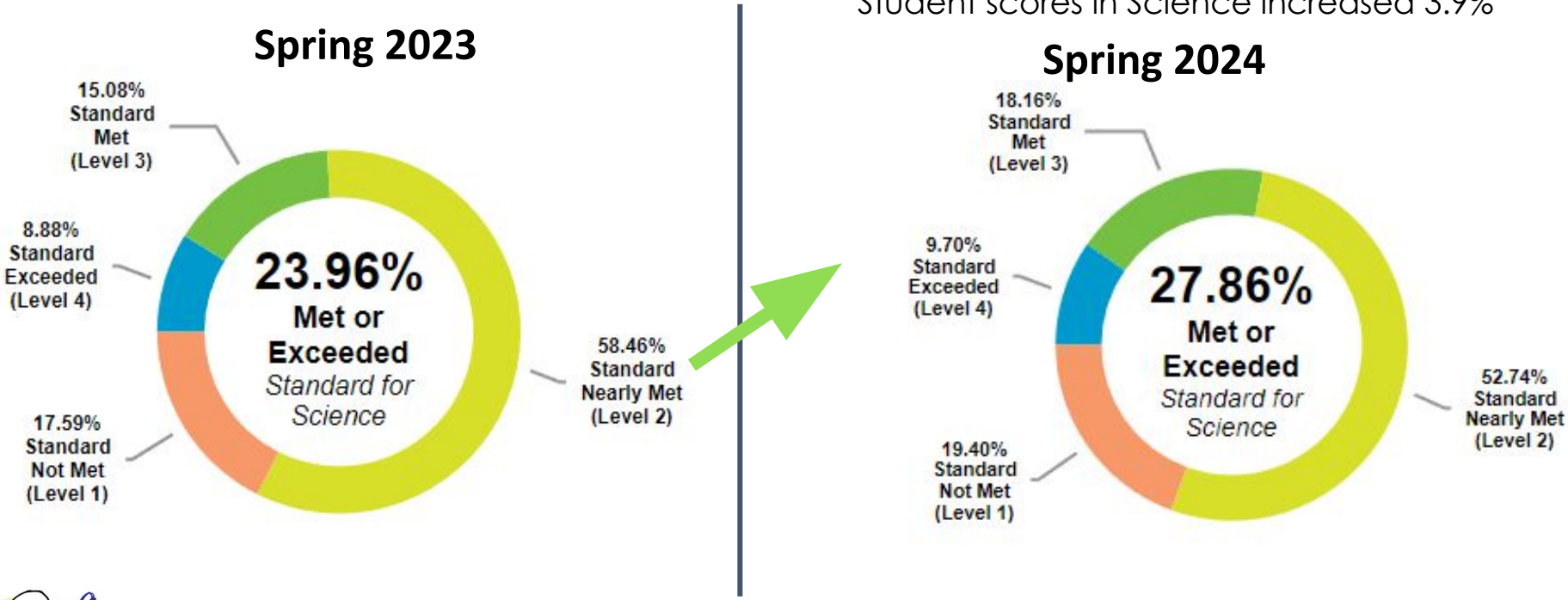


6th grade (3.60%⬆️) meeting KPIs 5. for Mathematics readiness and 11th grade (3.18%⬆️) increased performance in Mathematics.

However, 4th grade decreased significantly in performance level (14.72%⬇️)

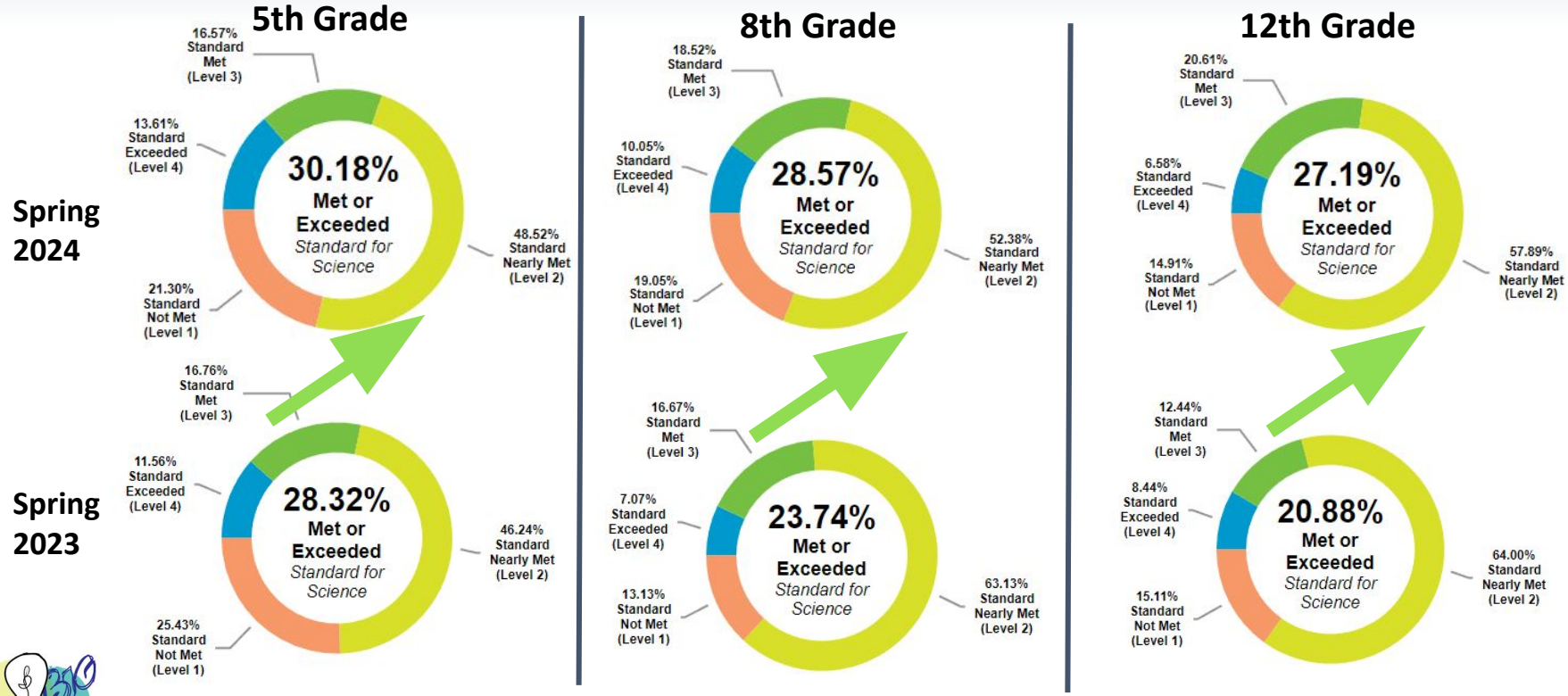
Science Test Results at a Glance
Performance Level Comparison

Student scores in Science increased 3.9%



Overall, CAASPP Performance in Science increase (3.9%).

Science Test Results for 5th, 8th and 12th grade Performance Level Comparison



Overall all grades increase performance in Science | 5th grade (1.86%⬆️), 8th grade (4.83%⬆️), and 12th grade (6.31%⬆️) of students at Met or Exceeded proficiency level of CAASPP on the CAST Assessment.

Actions and Services
Supporting Academic Gaps

- Targeted instruction for both Integrated and Designated English Language Development (ELD)
- Increased interventions for English Language Learners
- Targeted family engagement on college and career readiness (ex: A-G courses, Algebra 1, and AP courses)
- Expanded Learning Services | Summer School & After School

Next Steps

- Prioritize areas of GROWTH within specific levels
    - ELA/ELD/MATH/Science Academic and Social Interventions
- Focus on English Learner Programs, Socio-Economically Disadvantaged, Special Education, and Hispanic/Latino/Latinx
- Develop and Implement a Literacy Action Plan (TK-5th Grade)
- Focus on Integration of Language in Core Content Areas (6th-12th)
- Continue to engage in Improvement Science Plan-Do-Study-Act Cycles on Inquiry at a site and district level
- Continue to engage in data conversations using local data and benchmarks

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Information
ITEM TITLE: Fiscal Stabilization Plan Update

BACKGROUND INFORMATION

CUSD continues to assess its deficit spending and implement measures to achieve fiscal sustainability while developing its Fiscal Stabilization Plan. CBO is utilizing the Fiscal Health Risk Analysis prepared by the Fiscal Crisis & Management Team (FCMAT) in October 2023 to improve processes and procedures.

- Update to FCMAT's three key themes that contributed to the challenges faced by CUSD:

    1. **Overreliance on a consultant for financial reporting.**
    A longstanding contract with an outside accounting firm has been terminated, and district staff are performing all budget development and reporting. Staff is continuing to build capacity through training.

    2. **Lack of position control system.**
    Staffing lists have been distributed to departments and site Principals for review and verification.

    3. **Nonstandard budget development process.**
    Budget Advisory Committee meetings have been held, and members will report to the Board. Staff is preparing enrollment projections and staffing projections in preparation for the First Interim report and Fiscal Stabilization Plan. The First Interim report will be developed utilizing the budget development financial system maintained by SMCOE.

- The transfer of $8,250,000 from Fund 40 to General Fund 01 for cash flow and fiscal stabilization has been completed. The details and amount of the transfer necessary to achieve a positive ending balance in the General Fund will be reported to the Board as part of the First Interim Budget Report in December.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

This item is presented for information only.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Information
ITEM TITLE: MOU with Friends of HMB Parks and Recreation for a Feasibility Study for Two-Pool Complex

BACKGROUND INFORMATION

Friends of HMB Parks and Recreation is a nonprofit organization dedicated to supporting public recreation on the coast. At present, a major priority is to enable and promote broader community access to aquatics on the coast. To achieve this goal, a proposal for two new pools to be built at the high school. The first is prioritized for academic and extracurricular aquatics, replacing the existing pool. The second, smaller pool would be separated by a gate, and daily community access would be prioritized for water fitness, water safety instruction, and recreation. This MOU seeks a formal agreement with the District to allow a feasibility study to identify funding sources, design ideas, construction plans, maintenance plans, and operating plans for a Coastal Aquatics Community Center on District property.

The Coastal Aquatics Community Center will consist of swimming pools and affiliated facilities. The feasibility study will determine the possible number and location of swimming pools to be included in the Coastal Aquatics Community Center, the specific use parameters of the Coastal Aquatics Community Center by the District and the general public, the amount of funding necessary for its creation, and possible funding sources for Coastal Aquatics.

Friends of HMB Parks & Recreation seek to establish, at no cost to the District, the feasibility and cost of building two new pools so that this project becomes shovel-ready and, thereby, able to receive funding from public or private entities, still to be determined.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

This item is presented for information.

MEMORANDUM OF UNDERSTANDING BETWEEN
CABRILLO UNIFIED SCHOOL DISTRICT
AND
FRIENDS OF HALF MOON BAY PARKS AND RECREATION (FOHMBPAR)

This MEMORANDUM OF UNDERSTANDING ("MOU") is between CABRILLO UNIFIED SCHOOL DISTRICT ("District") and the FRIENDS OF HALF MOON BAY PARKS AND RECREATION, a California nonprofit public benefit corporation ("FOHMBPAR") (collectively the "Parties").

I. Purpose:

On or about _____, FOHMBPAR hired RS+M, a commercial aquatic design and engineering firm, to conduct a feasibility study to identify funding sources, design ideas, construction plans, maintenance plans, and operating plans for a Coastal Aquatics Community Center on District property ("feasibility study"). The Coastal Aquatics Community Center will consist of swimming pools and affiliated facilities. The feasibility study will determine the possible number and location of swimming pools to be included in the Coastal Aquatics Community Center, the specific use parameters of the Coastal Aquatics Community Center by the District and the general public, the amount of funding necessary for the creation of the Coastal Aquatics Community Center, and possible funding sources for the Coastal Aquatics Community Center.

II. FOHMBPAR's Responsibilities:

FOHMBPAR will work with RS+M to complete this feasibility study in a timely manner, provide RS+M with accurate information, and present the findings of the study to the District upon the completion of the study.

FOHMBPAR will be responsible for all costs associated with the feasibility study.

III. **District Responsibilities:**

After the feasibility study is complete, the District will work with FOHMBPAR to determine the possibility of implementing the findings of the feasibility study on District property.

IV. Term and Termination

a. This MOU is effective as of the date of execution and will expire on June 30, 2025.
b. The District may terminate this MOU prior to June 30, 2025, upon 30 days prior written notice to FOHMBPAR.

V. Indemnification:

Each party will defend, indemnify and hold the other party, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorney's fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, employees, or agents.

VI. Dispute Resolution:

The dispute resolution provisions set forth herein shall apply to all claims and disputes between the parties to this Agreement arising from, relating to or in connection with this Agreement, including the performance of or failure to perform any term, condition or covenant herein ("Dispute"). If either party has a Dispute it seeks to address informally, the parties shall use reasonable efforts to informally meet and confer to try to resolve the Dispute. The parties agree to meet and confer within thirty (30) days of a written request submitted in accordance with Section IV (Notices), below. If the written request specifically requests a meet and confer opportunity and the other party fails to meet within the thirty (30) day period, that party shall be deemed to have waived the meet and confer option, and at the other

party's discretion, the Dispute may proceed to mediation. In the event the parties cannot agree upon a mediator, the Peninsula Conflict Resolution Center shall be requested to appoint a mediator. The costs of mediation shall be borne equally by the parties. No party shall commence litigation under this Agreement without first having submitted the Dispute to mediation. This Agreement and the rights and obligations of the Parties shall be governed and construed by the laws of the State of California. Any lawsuit concerning or arising out of this Agreement shall be venued in San Mateo County.

VII. Notices:

All notices and demands shall be given in writing, either by personal service or by registered or certified mail, postage prepaid and return receipt requested, and shall be considered received when personally delivered or on the date appearing on the return receipt, or if the return receipt is not returned, within 48 hours after the notice is deposited in the United States mail. Notices shall be delivered or addressed as follows:

District:
Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019
Attention: Superintendent

FOHMBPAR:
P.O. Box 151
Half Moon Bay, CA 94019
Attention: President

Either party, by giving notice to the other party as required herein, may change the above address, which change shall be effective as of the date the other party receives notice thereon or 48 hours after the change of address is deposited in the United States mail, whichever is earlier.

VIII. General Provisions:

a. Amendments. This MOU may be amended at any time by mutual agreement of the parties without additional consideration, provided that before any amendment shall take effect, it shall be in writing and signed by both parties.

b. Assignment. Neither party shall voluntarily or by operation of law, assign or otherwise transfer its rights or obligations under this MOU without the other party's prior written consent. Any purported assignment in violation of this paragraph shall be void.

c. Severability: The provisions of this MOU are severable, and the unenforceability of any provision of this MOU shall not affect the enforceability of any other provisions hereof.

d. Execution: Each of the persons signing this MOU represents that he or she has the authority to sign on behalf of and bind their respective party.

e. Entire Agreement. This MOU is the entire agreement between the parties. No other agreements, oral or written, have been entered into with respect to the subject matter of this MOU.

Dated: _____ Dated: _____

FOHMBPAR CABRILLO UNIFIED SCHOOL DISTRICT

By: _____ By: _____

Title: _____ Title: _____

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Bianca Forrester, M.A.Ed., Associate Superintendent, Human Resources & Student Services
CATEGORY: Action
ITEM TITLE: Approval of the Interim Superintendent Contract

BACKGROUND INFORMATION

Superintendent Lee-Alva is on an authorized leave of absence. In order to provide stability for the District's students, staff, and families and to ensure uninterrupted programs and services, the Governing Board has appointed seasoned veteran superintendent Dr. Jeff Harding to serve as Interim Superintendent.

FISCAL ANALYSIS

The financial impact is included in the budget.

RECOMMENDATION

Staff recommends approval of the Interim Superintendent Contract as submitted.

EMPLOYMENT AGREEMENT
BETWEEN

JEFF HARDING, Ed.D.
AND
THE CABRILLO UNIFIED SCHOOL DISTRICT

This Employment Agreement is made and entered into this 31st day of October, 2024**,** by and between the Board of Trustees, hereinafter referred to as BOARD, of the Cabrillo Unified School District, hereinafter referred to as DISTRICT, and DR. JEFF HARDING, hereinafter referred to as INTERIM SUPERINTENDENT.

WHEREAS, DISTRICT and INTERIM SUPERINTENDENT believe that a written employment agreement is necessary to describe specifically their relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools.

NOW, THEREFORE, DISTRICT and INTERIM SUPERINTENDENT, for the consideration herein specified, agree as follows:

TERM

DISTRICT, in consideration of the promises herein contained, hereby employs INTERIM SUPERINTENDENT, and INTERIM SUPERINTENDENT hereby accepts employment, as Superintendent of Schools on an interim basis for a term commencing October 31, 2024, and ending December 20, 2024, unless terminated by the BOARD or INTERIM SUPERINTERNDENT, as set forth in this Agreement**.**

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of DISTRICT or INTERIM SUPERINTENDENT to terminate this Agreement at any time subject only to the provisions herein relating to termination. This Agreement is only for the time specified above and it shall not be otherwise extended or renewed by any "automatic" provision.

This Agreement shall automatically expire at the end of the stated term. At any time prior to the end of the stated term, both parties may discuss their interest in extending this Agreement for a mutually agreed upon term. Nothing in this Agreement shall prohibit the parties from mutually agreeing to change one or more of the terms of this Agreement in the future, to be recorded in writing and signed.

PROFESSIONAL CREDENTIALS AND RESPONSIBILITIES

Credentials: INTERIM SUPERINTENDENT shall hold a valid Administrative Service Credential issued by the State of California during the effective dates of this Agreement.

Duties: INTERIM SUPERINTENDENT shall have charge of the administration of the schools under the direction of the BOARD. INTERIM SUPERINTENDENT shall be the

chief executive officer of the DISTRICT; shall direct and assign teachers and other employees of the schools under INTERIM SUPERINTENDENT'S supervision; shall organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the DISTRICT; shall select all personnel subject to the approval of the BOARD; shall from time to time suggest regulations, rules and procedures deemed necessary for the well ordering of the DISTRICT; and in general perform all duties as described in the position description, incident to the office of INTERIM SUPERINTENDENT and such other duties as listed in the superintendent job description and as may be prescribed by the BOARD from time to time. The INTERIM SUPERINTENDENT shall have the opportunity to work from a remote location at his discretion, not to exceed one day per paid week of service.

The BOARD, individually and collectively, shall promptly refer all criticisms, complaints and suggestions called to its attention to INTERIM SUPERINTENDENT for study and recommendation. INTERIM SUPERINTENDENT shall attend all BOARD meetings, unless excused with mutual agreement between the BOARD and INTERIM SUPERINTENDENT, except executive sessions held to discuss INTERIM SUPERINTENDENT's employment status.

Outside Activities: INTERIM SUPERINTENDENT shall devote his time, attention and energy to the business of the DISTRICT. However, INTERIM SUPERINTENDENT may serve as a consultant to other districts or educational agencies or engage in other professional activities that are of a short-term duration at INTERIM SUPERINTENDENT's discretion and with the approval of the BOARD, except on INTERIM SUPERINTENDENT'S District work days. In no case will the DISTRICT be responsible for any expenses attending to the performance of such outside activities. Any activities that the INTERIM SUPERINTENDENT engages in will not be on the DISTRICT's teacher work days without prior communication and approval by the BOARD President.

COMPENSATION:

Salary: DISTRICT shall pay INTERIM SUPERINTENDENT a base salary of $1,071.27 for each day of service occurring during the certificated work year.

The INTERIM SUPERINTENDENT shall remain in the capacity of chief executive officer with all duties and responsibilities as described in this Agreement during weekends, vacation days, holidays and any other certificated non-workdays. The INTERIM SUPERINTENDENT shall be compensated on a prorated hourly basis of $133.90 for necessary work completed during these days. The INTERIM SUPERINTENDENT shall submit a monthly timecard with days and hours worked for approval by the BOARD President. This salary shall be paid to INTERIM SUPERINTENDENT in such a way as is mutually agreed to by both parties.

Retirement Benefits: It is understood that the INTERIM SUPERINTENDENT is currently receiving retirement benefits from the State Teachers Retirement System (STRS). As such, the DISTRICT shall not contribute to STRS for the creditable earnings of the INTERIM SUPERINTENDENT nor shall the DISTRICT withhold STRS contributions for the INTERIM SUPERINTENDENT.

Sick Leave: The INTERIM SUPERINTENDENT, during the term of this Agreement, is an interim employee and not entitled to earn or accrue sick leave.

Earned Vacation: The INTERIM SUPERINTENDENT is employed as an interim employee and is not entitled to earn or accrue vacation days.

Master's and Doctoral Stipend: The INTERIM SUPERINTENDENT shall be paid an amount equal to the prorated Masters stipend paid to eligible certificated staff plus the prorated amount for a Doctoral stipend paid to eligible certificated staff ($24.45/ workday) for each workday during the term of the Agreement.

EVALUATION AND SUPERVISION

The INTERIM SUPERINTENDENT reports directly to the BOARD. Due to the interim nature of this employment agreement, both parties agree that no formal evaluation of the INTERIM SUPERINTENDENT shall be completed.

EXPENSES

DISTRICT shall pay or reimburse INTERIM SUPERINTENDENT for reasonable expenses approved by DISTRICT and incurred by INTERIM SUPERINTENDENT in the continuing performance of duties under this Agreement. In order that the INTERIM SUPERINTENDENT maintain a principal residence outside the attendance area of the DISTRICT but can best serve the Cabrillo USD, the DISTRICT shall reimburse the INTERIM SUPERINTENDENT for actual expenses for hotel, meals and other related expenses incurred during the term of this Agreement. Reimbursable expenses incurred for lodging and meals shall be limited to no more than four (4) days/week and not to exceed $600.00 a week.

TRANSPORTATION

DISTRICT shall pay INTERIM SUPERINTENDENT for all travel expenses at the federal Rate of mileage reimbursement (currently $0.67/mile).

PROFESSIONAL LIABILITY

A. DISTRICT agrees that it shall defend, hold harmless and indemnify INTERIM SUPERINTENDENT from any and all demands, claims, suits, actions and legal proceedings brought against INTERIM SUPERINTENDENT in INTERIM SUPERINTENDENT's individual capacity, or in the official capacity as agent and employee of the DISTRICT, provided the incident arose when INTERIM SUPERINTENDENT was acting within the scope of employment and excluding criminal litigation, as such liability coverage is within the authority of the BOARD to provide under state law. Except that, in no case, will individual BOARD members be considered personally liable for indemnifying INTERIM SUPERINTENDENT against such demands, claims, suits, actions and legal proceedings when acting in an official capacity as agent and employee of DISTRICT, in accordance with applicable state law.

B. If, in the good faith opinion of INTERIM SUPERINTENDENT, conflict exists as regards the defense to such claim between the legal position of INTERIM SUPERINTENDENT and the legal position of DISTRICT, INTERIM SUPERINTENDENT may engage counsel in which event DISTRICT shall indemnify INTERIM SUPERINTENDENT for the costs of legal defense as permitted by state law.

C. The DISTRICT shall not, however, be required to pay any costs of any legal proceedings in the event DISTRICT and INTERIM SUPERINTENDENT have adverse interest in such litigation, except as stated above.

D. The obligation under paragraph A survives termination of this Agreement.

TERMINATION OF EMPLOYMENT AGREEMENT

Either party may terminate this Agreement without cause at any time. Parties agree to provide written notice of at least five (5) workdays prior to terminating this Agreement.

[redacted]

Jeff Harding, Ed.D.

[redacted]

CUSD Board President

ACCEPTANCE OF OFFER

I accept the above offer of employment and the terms and conditions thereof and will report for duty as directed above.

I have not entered into a contract of employment with the governing board of another school district or any other employer that will in any way conflict with the terms of this employment agreement.

I hold legal and valid administrative and teaching credentials which can be verified by the District.

11/4/24
Date

[redacted]
Dr. Jeff Harding, Interim Superintendent

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
CATEGORY: Action/Resolution
ITEM TITLE: Approval of Resolution 30-2024 Designating Authorized Representatives of Cabrillo Unified School District as Signatories Effective November 14, 2024

BACKGROUND INFORMATION

The Governing Board of the Cabrillo Unified School District, under the authority of the Education Code 42632, shall designate authorized representatives as signatories as specified in the attached Resolution.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Approve the updated list of authorized signatories.

RESOLUTION NO. 30-2024
BEFORE THE GOVERNING BOARD
OF THE CABRILLO UNIFIED SCHOOL DISTRICT
SAN MATEO COUNTY, CALIFORNIA

DESIGNATING AUTHORIZED REPRESENTATIVES OF
CABRILLO UNIFIED SCHOOL DISTRICT AS SIGNATORIES

WHEREAS, Education Section 42632 states, "each order drawn on the funds of a school district shall be signed by at least a majority of the members of the Governing Board of the district, or by a person or persons authorized by the Governing Board to sign orders in its name. No person other than an officer or employee of the district shall be authorized to sign orders and;

WHEREAS, Education Section 42632 requires that the signatures authorized under Education Code Section 42632 shall be filed with the County Superintendent of Schools; and

WHEREAS, the Governing Board of the Cabrillo Unified School District has authorized any two of the following six officers' or employees' signatures on district orders:

Name	Title
Jeff Harding	Interim Superintendent
Jennifer Marsh	Chief Business Officer
Leticia Bhatia	Deputy Superintendent of Educational Services
Bianca Forrester	Associate Superintendent of Human Resources and Student Services
Drew Gamet	Director of Alternative Programs

IT IS HEREBY RESOLVED that the County Superintendent be notified of this action on the Authorized Signature Form, issued by said County Superintendent.

PASSED AND ADOPTED by the Governing Board of the Cabrillo Unified School District on the 14th day of November 2024 by the following vote:

Mary Beth Alexander:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Lizet Cortes:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Carmen Daniel:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Kimberly Hines:	_____	Aye	_____	No	_____	Abstain	_____	Absent
Sophia Layne:	_____	Aye	_____	No	_____	Abstain	_____	Absent

Certified by:

_____
Kimberly Hines
Governing Board President
Cabrillo Unified School District

Attest by:

_____
Lizet Cortes
Clerk to the Governing Board
Cabrillo Unified School District

_____
Nancy Magee
County Superintendent
San Mateo County Office of Education

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jennifer Marsh, Chief Business Officer
Roger Anchartechahar, Senior Project Manager, Vanir Construction Management
CATEGORY: Presentation
ITEM TITLE: Cabrillo Unified School District Bond Program Update

BACKGROUND INFORMATION

The Cabrillo Unified School District (CUSD) Bond Program Bond-funded projects across the district include repairing a sinkhole at Half Moon Bay High School. The modernization projects at El Granada and Farallone View Elementary Schools are progressing as scheduled. Staff will continue to update the CUSD Governing Board on the Bond Program projects.

FISCAL ANALYSIS

The CUSD Bond Program is financed with Bond funds in Fund 21.

RECOMMENDATION

Receive the CUSD Bond Program presentation.

CABRILLO UNIFIED SCHOOL DISTRICT

Every Student, Every Day!

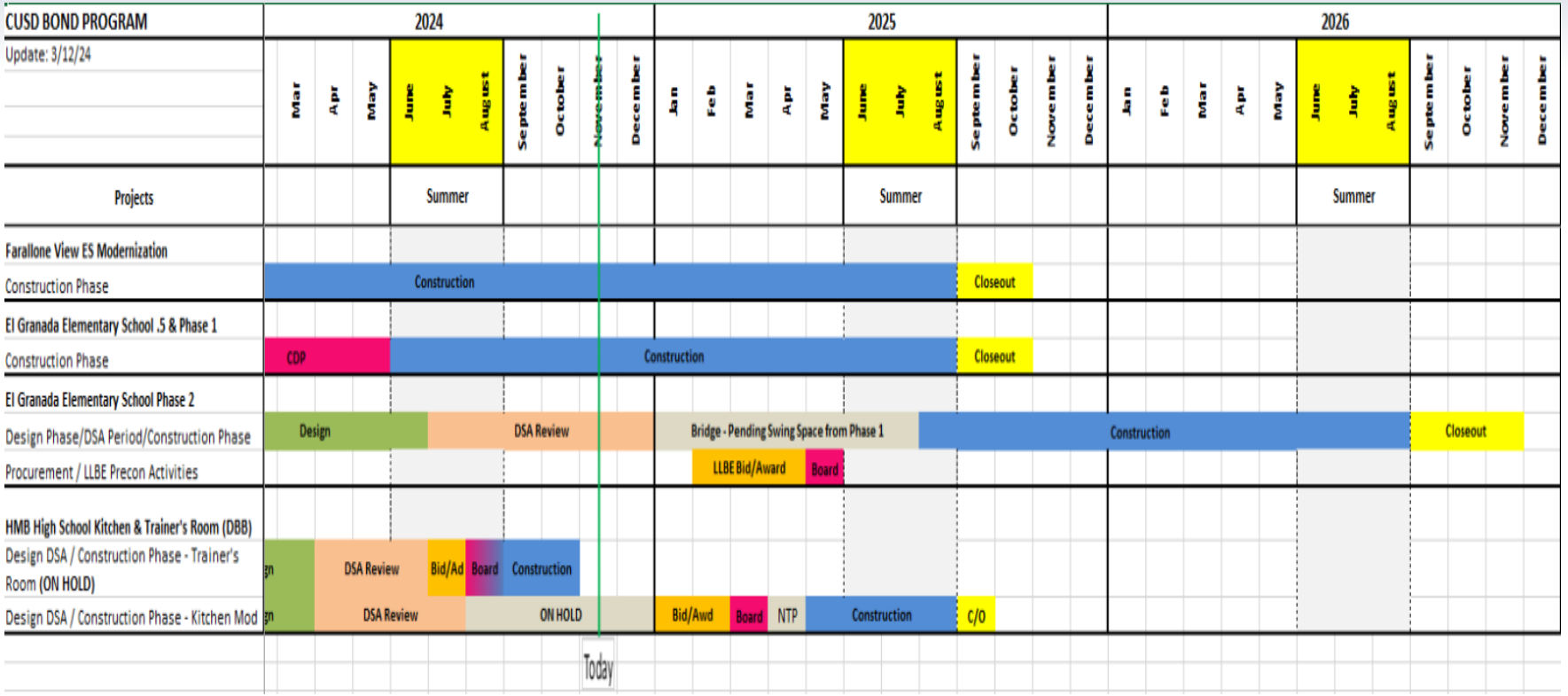
Bond Program Construction Update

Roger Anchartechahar,

Senior Project Manager, Vanir Construction Management

November 14, 2024

Measure M&S Bond Program Schedule



Half Moon Bay High School Sinkhole

- Construction Company:– Andreini Bros. Inc.
- Design Team: HMH Civil Engineers, Inc.
- Budget/Schedule: $600,000 **/** 9/12/2024 – 11/9/2024
- Status: **In Construction**

1. Notice of Award – 9/13/2024

2. Notice to Proceed – 9/20/2024

3. Construction Duration – 9/24/2024 - 11/15/2024

4. Contract & Project Closeout – 11/15/2024 - 11/29/2024

Sinkhole Existing Condition



Hillside Benching In Process



Upper & Lower Drain Inlets Cnnected



Farallone View Elementary School

- Construction Company: CORE Construction Inc.
- Architects: Studio W Architects
- Total Project Budget: $28,151,503
- Schedule: 8/1/2023 – 8/1/2025
- Status: Construction Started:
  - > Building A Modernization Completed 8/2/2024
  - > Building B and MU Modernization 8/31/2025
  - > No Coastal Development Permit was Required

Farallone View Construction Progress Photos




DIVIDER


HUSKY



El Granada Elementary School

- Construction Company:– Rodan Builders
- Architects: Quatrocchi Kwok Architects Firm (QKA)
- Budget/Schedule: $22,803,287 **/** 6/5/2024 – 8/31/2025
- Status: **DSA Approved of Phase 1 (1 and 2 below)**:

    1. Building 0.5 Complex – Completed 8/9/2024

    2. Playground and Play Structure – Completed 9/10/2024

    3. New Building C Construction – In Progress

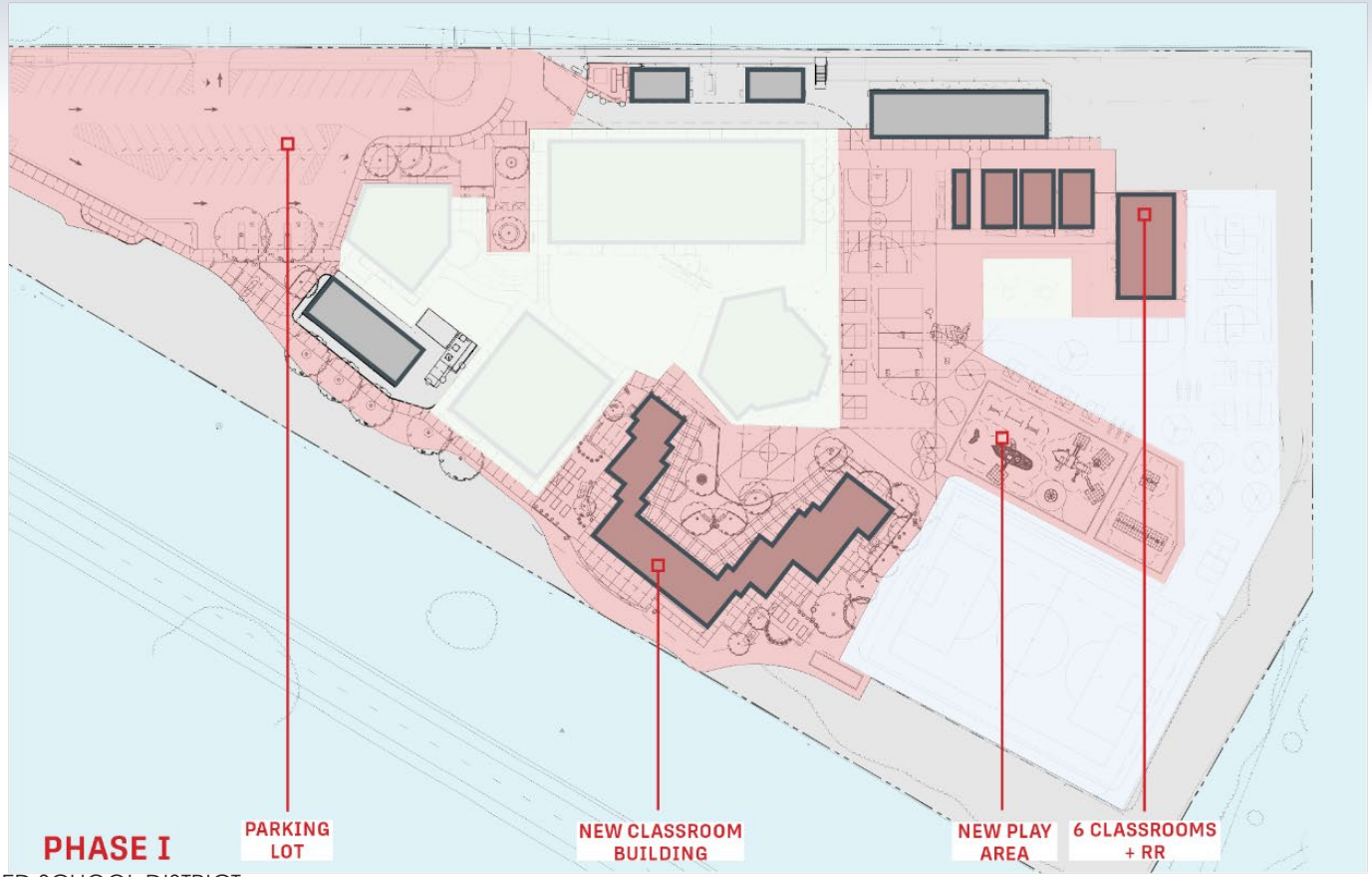
    4. Modernizing Buildings A,D, K, M – Design in Process

- Coastal Development Permit for Parking Lot Lighting: **August 2024 – March 2025**

CAMPUS SITE PLAN - PHASE I

EL GRANADA ELEMENTARY SCHOOL | PHASES I, II & FUTURE

QUATTROCCHI KWOK ARCHITECTS



El Granada Construction Progress Photos






JCB
PREDATOR
8500

Questions?

Thank you!

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Kimberly Hines, Board President, Cabrillo Unified School District
Jeff Harding, Ed.D., Interim Superintendent
CATEGORY: Discussion/Action
ITEM TITLE: Proposal to Set Annual Organizational Meeting on Monday, December 16, or Tuesday, December 17, 2024

BACKGROUND INFORMATION

In accordance with Education Code 35143, the Governing Board is required to hold an annual organizational meeting each year. In years when a regular election of district Board members occurs, this meeting must be scheduled within 15 days following the second Friday in December after the election. In years without an election, the meeting may occur on any date in December but must be completed by December 20th.

For this year, since a regular election is being conducted, the Board must select the date and time of the organizational meeting during the regular meeting immediately prior to the second Friday in December.

PROPOSAL/REPORT

It is proposed that the annual organizational meeting be scheduled for either Monday, December 16, or Tuesday, December 17, 2024, both of which fall within the required timeframe following the second Friday in December.

During this meeting, the Board will:

- Elect a president and a clerk and/or vice president from its members.
- Appoint the Superintendent as secretary to the Board.
- Authorize signatures.
- Approve a schedule of regular meetings for the year and a Board governance calendar.
- Designate Board representatives for committees or commissions of the district or collaborating organizations.

FISCAL ANALYSIS

There is no financial impact on the General Fund.

RECOMMENDATION

It is recommended that the Governing Board approve either Monday, December 16 or Tuesday, December 17, 2024, as the date for the annual organizational meeting.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Jeff Harding, Ed.D., Interim Superintendent
CATEGORY: Action
ITEM TITLE: Creation of Board Policy Review Subcommittee

BACKGROUND INFORMATION

To streamline and facilitate the board policy approval process, the Superintendent recommends forming a subcommittee comprising two board members. This subcommittee will collaborate closely with district administration to review proposed policy changes and provide preliminary feedback and recommendations to the Board.

FISCAL ANALYSIS

There are no costs associated with this item.

RECOMMENDATION

Approve the establishment of a Board Policy Review Subcommittee to support and expedite the process of reviewing and approving board policies.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Kimberly Hines, Board President
CATEGORY: Discussion
ITEM TITLE: Board Discussion on Governing Board New Business

BACKGROUND INFORMATION

Board President Kimberly Hines has introduced a standing item for discussion on New Business for future meetings. This item will be addressed as needed, providing a flexible opportunity for Board members to explore future items and presentations and collaboratively consider and propose new ideas and initiatives related to the Cabrillo Unified School District's improvement goals.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Governing Board members are encouraged to participate actively in the ongoing discussions on New Business as needed.

CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Avenue, Half Moon Bay, California 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

INTERIM SUPERINTENDENT
Jeff Harding, Ed.D

GOVERNING BOARD
Mary Beth Alexander
Lizet Cortes
Carmen Daniel
Kimberly Hines
Sophia Layne

MEMORANDUM

MEETING DATE: November 14, 2024
TO: Members of the Governing Board
FROM: Kimberly Hines, Board President
CATEGORY: Discussion
ITEM TITLE: Board Discussion on Governing Board Operations

BACKGROUND INFORMATION

Board President Kimberly Hines has introduced a standing item for discussion on Operations. This will provide a regular opportunity for the Board members to deliberate on operational matters as they arise and review best practices and governance.

Board President Kimberly Hines has introduced a standing item for discussion on Operations. This item will be addressed as needed, providing a flexible opportunity for Board members to deliberate on operational matters as they arise and review best practices and governance.

FISCAL ANALYSIS

There is no financial impact to the General Fund.

RECOMMENDATION

Governing Board members are encouraged to participate actively in the ongoing discussions on Operations as needed.